

SUNRISE POLICE DEPARTMENT POLICIES AND PROCEDURES MANUAL CHAPTER 19 CODE OF CONDUCT AND ETHICS	Effective Date	05/01/87
	Revision Date	05/18/21
	Revision No.	1.3
	Page No.	1 of 14
	Approval:	

19. PURPOSE

The purpose of this policy is to guide the members of the Police Department in their professional behavior and actions during the course of their employment.

19.1. REVISION HISTORY

<u>Date</u>	<u>Rev. No.</u>	<u>Change</u>	<u>Reference Section</u>
05/01/87	1.0	New Policy	Conduct
12/01/08	1.1.	Entire Revision	All Sections
09/22/14	1.2	Using official Position to secure Privileges, Added F.S.S. 104.31, Added Members will not Engage in activities That constitutes a Conflict of interest. Added definition of Conflict of interest and Privilege.	19.6.4.1., 19.6.4.4.1., 19.6.6.1., 19.4.1., 19.4.4.
05/18/21	1.3	Added duty to Intervene and report	19.6.3.22.-19.6.3.22.2.

19.2. PERSONS AFFECTED

All Police Personnel

19.3. POLICY

It is the policy of the Sunrise Police Department to require high standards of behavior from its members. All members must thoroughly familiarize themselves with, and adhere to, the rules and regulations as set forth herein.

19.4. DEFINITIONS

19.4.1. Conflict of Interest – A situation occurring when an individual or organization is involved in multiple interests, one of which would possibly corrupt the motivation.

19.4.2. Employee or Member - Any sworn or civilian personnel employed by the Department. This term also applies to police trainees who have not been certified by the Criminal Justice Standards and Training Commission nor sworn to act as a police officer.

19.4.3. Officer - A duly appointed police officer of the Department who is certified by the Criminal Justice Standards and Training Commission and sworn to act as a police officer, excluding Public Service Aides.

19.4.4. Privilege – A special right, immunity, benefit, or exemption enjoyed only by a person beyond the advantages of most.

19.5. RESPONSIBILITIES

19.5.1. All police personnel are responsible for complying with this policy. Supervisory Personnel are responsible for the enforcement of this policy. Unjustified violations may result in disciplinary action, up to and including termination.

19.5.2. This Policy is not intended to be all-inclusive. It is intended to be a general guideline to be read in conjunction with all other Department rules, regulations, policies and procedures, as well as other City rules and ordinances.

19.6. PROCEDURES

19.6.1. Compliance and Knowledge:

19.6.1.1. Members will comply with all Federal, State, County, and local laws and ordinances, including those that are punishable by no other penalty than a fine, forfeiture or other civil penalty. Members shall comply with the official policies and directives of the Sunrise Police Department.

19.6.1.2. Officers will be knowledgeable of City ordinances and regulations, County codes pertaining to the law enforcement function, State and Federal statutes, and the elements that constitute criminal offenses as provided in the various sections thereof.

19.6.1.1.2. Officers are obligated to take appropriate action regarding violations of the aforementioned.

19.6.1.3. Members will not aid, abet, or encourage another person to violate any law, or Department/City policy, regulation, or procedure.

19.6.1.4. Members shall know the contents of the Department Policy and Procedures Manual and keep it up to date.

19.6.1.5. Members shall support the Policy and Procedures of the Department and shall not criticize or ridicule its contents in speech, writing, or by other expression where such interferes with the maintenance of discipline or otherwise undermines the effectiveness of the Department.

19.6.1.6. Members shall not ignore or violate Policy and Procedures, Standard Operating Procedures, or supervisory instructions and/or orders, or fail to properly execute the duties and responsibilities of their assigned position.

19.6.1.7. Members shall be attentive to job duties and shall not violate Policy and Procedures, Standard Operating Procedures, special orders, supervisory instructions and/or orders or cause another to violate from the performance of duties.

19.6.1.8. Members shall promptly execute the lawful orders and/or instructions of a supervisor or superior officer and shall not delay or fail to carry out such orders or instructions.

19.6.1.9. Members shall comply with the direct orders or instructions given by a supervisor or superior officer, and shall not refuse to comply when such orders or instructions are lawful and proper.

19.6.1.10. An indictment, arrest, or information filed against a member is sufficient for the Chief of Police to proceed with administrative action against that member.

19.6.1.10.1. Where it appears that member violated any federal, state, county, municipal law or ordinance, the Chief of Police may conduct an internal investigation and proceed with administrative action.

19.6.1.10.2. A member indicted, arrested or charged by the State Attorney's Office with a criminal offense shall immediately report the incident in writing to the Chief of Police.

19.6.1.11. All members are responsible for complying with Department directives. Supervisory personnel are responsible for the enforcement of Department Directives. Unjustified violations of these directives may result in disciplinary action.

19.6.1.11.1. Supervisory personnel are responsible for knowledge of, enforcement of, and compliance with Department directives.

19.6.1.12. Members are obligated to immediately report violations of Department policies, directives, and regulations, where such violations could bring discredit to the violating member and, or, the Department.

19.6.2. Competence:

19.6.2.1. All members will maintain sufficient competency to perform the duty and responsibility of their position.

19.6.2.1.1. They will perform duties in a manner that establishes and maintains the highest standards of efficiency and effectiveness while carrying out the functions, goals, and objectives of the Police Department.

19.6.2.2. Incompetence may be demonstrated by one or a combination of the following:

19.6.2.2.1. A lack of knowledge regarding application of laws to be enforced.

19.6.2.2.2. An unwillingness or inability to perform assigned tasks.

19.6.2.2.3. A failure to conform to work standards established for the member's rank, grade, or position.

19.6.2.2.4. Failure to take appropriate action on the occasion of a crime, disorder, or other circumstance deserving police attention.

19.6.2.2.5. Absent without leave.

19.6.2.2.6. Unnecessary absence(s) from the member's assigned tour of duty.

19.6.2.2.7. Repeated poor evaluations. Failure to improve after supervisory counseling and/or evaluation.

19.6.2.2.8. A record of repeated infractions of Department Rules and Regulations, Policies, Directives.

19.6.2.2.9. Ignoring a lawful order or directive from a supervisor.

19.6.2.2.10. Insubordination.

19.6.3. Rendering Assistance and Duty Conduct:

19.6.3.1. Officers will immediately take appropriate action to aid another Department member, or law enforcement officer, exposed to impending harm.

19.6.3.2. Officers will perform their required duties and will not avoid their duty to assist because of fear or cowardice.

19.6.3.3. Officers shall respond to the aid of all persons in danger unless the probability of losing their own life exceeds the probability of successful rescue. Members are expected to summon proper assistance as applicable.

19.6.3.4. In serving the public, members will be attentive and take suitable action in all situations where some official action would reasonably be believed appropriate, to include reports, complaints, inquiries, and other requests for service.

19.6.3.5. Members will be courteous when dealing with the public, avoiding conduct, which conveys disinterest or disrespect.

19.6.3.5.1. Department employees, while on duty and/or in uniform shall give their name, rank or position in a respectful and courteous manner to any person requesting such identification unless engaged in covert duties.

19.6.3.6. Members shall not commit any act, which brings discredit upon the Department or otherwise impairs the operation and efficiency of the Department, and/or which is likely to impair the ability of personnel concerned to perform assigned duties.

19.6.3.7. All officers of the Department are equally responsible for the enforcement of all laws, ordinances and police regulations. The delegation, or the enforcement, of certain laws and ordinances to a particular component or unit of the Police Department does not relieve officers from other components or units from taking prompt police action for violations coming to their attention.

19.6.3.8. Members will not interfere with the operation of any other component or unit of the Police Department, or with any lawful private enterprise.

19.6.3.9. Members will cooperate with all agencies engaged in the administration of criminal justice, and other public agencies and City departments, giving them assistance as required by their lawful purpose.

19.6.3.10. Members will not engage in activities or personal business, which would cause them to neglect or be inattentive while on-duty.

19.6.3.11. Members will remain awake and alert while on-duty. If unable to do so, they will advise their supervisor who will determine a proper course of action.

19.6.3.12. Members will make themselves available for further service as soon as practical upon completion of a call or assignment.

19.6.3.13. Officers will prevent breaches of the peace and settle disturbances growing out of civil matters, and advise concerned parties why certain police actions may not be possible; and, if applicable, take persons violating the peace into custody, keeping in mind effective public relations.

19.6.3.14. Members will report for duty promptly at the designated time and place, in proper attire, and with proper equipment in good working order.

19.6.3.15. Members will remain at their assigned posts, working stations, zones, etc., until properly relieved, or granted permission to leave by a supervisor.

19.6.3.16. Any report taken by this Department that involves any police officer whether on or off-duty from another jurisdiction or agency, regardless of the occurrence, will be forwarded by the Shift supervisor to Internal Affairs.

19.6.3.16.1. When in the City of Sunrise, officers shall take appropriate action in response to serious crimes, particularly those of violent nature, which come to their attention while on or off-duty.

19.6.13.16.2. When outside the jurisdiction of the City of Sunrise, officers shall take appropriate action in response to serious crimes, particularly those of a violent nature, which come to their attention while on or off-duty.

19.6.13.16.3. When any action is taken, the agency within that jurisdiction shall be notified immediately and a report shall be made. An on-duty Sunrise Supervisor shall be notified immediately. If radio contact is not available, the officer shall request the responding agency to notify an on-duty Sunrise Supervisor. Upon clearing the scene, the officer will contact the on-duty Sunrise Supervisor by phone to advise him/her of all the particulars pertaining to any such action that was taken.

19.6.3.16.3.1. Upon receipt of notification of the officer's action, the on-duty Sunrise Supervisor shall notify the Division Commander and Internal Affairs, via memorandum, within 72 hours of the incident. All reports and other documents will be attached to the memorandum.

19.6.3.16.4. When any member's actions result in death or serious bodily injury, a documented review will be conducted by the Internal Affairs Commander. (CFA: 15.15)

19.6.3.17. Members will not use profane or indecent language while on-duty and in public view and/or in the performance of their duties.

19.6.3.17.1. While on-duty, intolerance in action and/or speech toward any person(s), including coworkers and Supervisors, because of nationality, race, religion, sex, lifestyle, or affirmity will not be expressed by members.

19.6.3.18. Members who are off-duty and in uniform will conduct themselves as if they were officially on-duty. At all times their activity and behavior will reflect most favorably on themselves and the Department.

19.6.3.19. Members will be courteous and civil in their relationships with one another. When on duty in view of the public, officers will be referred to by their respective rank.

19.6.3.20. Members will not criticize the Department or a fellow member when the criticism is reckless, obscene, unlawful, not based on fact, or tends to impair the efficiency or effectiveness of the organization, or the ability of supervisors to maintain discipline.

19.6.3.21. Officers will not allow a prisoner in their custody, or the custody of another, to be physically or emotionally abused.

19.6.3.22. Upon a member witnessing the application of unnecessary and/or excessive force, or the application of force when it is no longer required, the member shall immediately intervene to either stop or attempt to stop the act when it is safe and reasonable to do so.

19.6.3.22.1. Members shall intervene to stop any other action by another law enforcement officer or department member that violates state or federal law or Department policy, rule or regulation when it is safe and reasonable to do so.

19.6.3.22.2. Members shall report any unnecessary force, excessive force and any other action that violates state or federal law or Department policy, rule or regulation to their supervisor, as soon as practical following the incident.

19.6.3.23. Members will be responsible for the safekeeping and preservation of all property that comes into their possession. Said property will be promptly recorded and submitted utilizing the appropriate and approved forms for property submission.

19.6.3.24. Conduct Unbecoming an Officer will include:

19.6.3.24.1. Officers who engage in activities, which may bring the Department into disrepute, which discredits the member, or impairs the operational efficiency or effectiveness of the Department or member.

19.6.4. Integrity:

19.6.4.1. Members will not use their official positions to secure privileges for themselves or others. (CFA 11.01A)

19.6.4.2. Members will not use their official positions for personal or financial gain. (CFA: 11.01A)

19.6.4.2.1. Members will not make false statements in verbal or written reports, police documents, or any communications in official matters.

19.6.4.1.2. Written and verbal reports, documents, and communications, will be truthful and complete.

19.6.4.1.3. Members will not tamper with, alter, forge, knowingly proffer, or cause to be entered, any inaccurate, false, or misleading information while giving testimony, or when carrying out an official order, or writing a report/document, or electronic transmission.

19.6.4.1.4. Members will not withhold or conceal any fact relating to known or suspected criminal activity, or in matters relating to Department investigations, or in any matter relating to a violation of Department policies or directives.

19.6.4.2. Gratuities:

19.6.4.2.1. Members will not directly or indirectly solicit, seek, accept, or receive any gifts, favors, or gratuities having a value of \$25.00 or more, whether in the form of money, service, loan, travel, entertainment, hospitality, food, beverage, lodging, transportation, thing or promise, or in any other form, where the gift, favor, or gratuity is intended to influence the performance of the member's official duties or was intended as a reward for any official action on their part in connection with any police activity or function.

19.6.4.2.1.1. This does not apply to City issued awards, awards approved by the City, individual Department awards, or individual or group fundraising for nonprofit organizations.

19.6.4.2.2. Members will not solicit or accept monies, sexual favors, or any other consideration for not performing their official duties.

19.6.4.2.3. Members shall not accept any discount, based solely on their official position, from any person or organization when the discount is not available to the general public, other organizations, or authorized by the City on behalf of all employees.

19.6.4.2.4. Members will immediately notify their supervisor of any offer, special treatment, gift, gratuity, attempt to bribe, or other consideration, which is made in an effort to affect their official conduct.

19.6.4.2.5. Officers shall not enter movies, theaters, or any other establishment without paying admission, unless in the course of an official investigation.

19.6.4.2.6. Officers shall not use their official position to solicit free admission to any public event or place of amusement, or to gain any other monetary benefit except in the course of official duties or as authorized by the Chief of Police.

19.6.4.2.7. Officers shall not request, solicit, accept, or agree to accept, any pecuniary or other benefit not authorized by law for past, present or future performance, nonperformance, or for any act or omissions believed to have been either within the official discretion of the officer, or in violation of Florida State Statutes.

19.6.4.2.8. Members are not prohibited from accepting general distribution articles of negligible value, accepting a social courtesy to promote good public relations, or negotiating for a lower price on items such as vehicles, houses, or other tangible property generally negotiated by customers.

19.6.4.2.9. Members against whom a complaint has been made shall not attempt to directly or indirectly, by threat, appeal, persuasion, payment of money or other consideration, secure the abandonment or withdrawal of the complaint, charges, or allegations.

19.6.4.3. Officers shall not make any recommendations for or concerning any person or premise to any government agency in connection with the issuance, revocation, or suspension of any license or permit, except when required in the performance of official duty.

19.6.4.4. Members shall not use bribery or political pressure to secure appointment or advantages. (CFA: 1.05)

19.6.4.4.1. Members shall not engage in any political activities prohibited under Florida State Statute 104.31, including but not limited to using his or her official City position or authority to interfere with an election or influence another person's vote, or coercing, commanding or advising another officer or employee to make a political contribution. (CFA: 1.05)

19.6.4.4.2. Members shall not enter or remain within an official polling place without permission from elections officials except to cast a ballot or in performance of their official duties.

19.6.5. Confidentiality:

19.6.5.1. Members will treat Sunrise Police Department business as confidential, and shall not give information to any person or agency regarding Department business, the contents of Department records or files, without lawful purpose.

19.6.5.2. Members will not communicate or give other law enforcement organizations information, which may aid a person to escape arrest, delay the apprehension of a person, or secure the removal/storage of illicit goods or monies.

19.6.5.3. Members shall not divulge the identity of confidential informants to any other person without authorization from the Chief of Police, designee, or under due process of law.

19.6.5.4. Members will not divulge the home addresses or phone numbers of Department personnel. Such information shall be released only when authorized by a supervisor, or with the consent of the person concerned.

19.6.5.5. Members, whether on duty or off duty, will not recognize or otherwise acknowledge, a member of any Department investigatory unit, unless first acknowledged by the investigator.

19.6.5.6. Investigations outside the scope of routine follow-up investigations will only be conducted with the knowledge and approval of the Chief of Police.

19.6.5.7. Officers shall not interfere with cases being processed by other Officers of the Department or other governmental agencies, nor undertake any investigation or other official action not part of their regular duties.

19.6.6. Conflicts of Interest and Abuse of Authority:

19.6.6.1. Members will not engage in activities that constitute a conflict of interest. (CFA: 11.01B)

19.6.6.2. Members will not become involved in controversies or attempt to exact police authority in controversies arising among their neighbors, friends, or relatives.

19.6.6.2.1. Members will not make arrests in their own quarrels, or between themselves and their relatives, friends, or neighbors, unless the circumstance warrants self-defense, prevents injury to another, or when a serious, felonious offense has been committed.

19.6.6.2.2. Family and neighbor dispute incidents are to be called to the attention of a supervisor who will then personally resolve the incident and take the required action.

19.6.6.3. A member served with civil process in connection with his employment with the Police Department shall immediately report all relevant information to the Chief of Police.

19.6.6.4. Members will not solicit the aid or influence of persons or groups outside of the Sunrise Police Department for assistance in the procurement of transfers, duty assignments, or promotions.

19.6.6.5. Members are prohibited from using their official position, Department identification, badge, or business card for personal or monetary gain, obtaining privileges not usually available to the public, or avoiding the consequences of illegal actions.

19.6.6.5.1. Members will not lend their Department identification or badge to another person.

19.6.6.6. Whenever identified as a Department employee, consent of the Chief of Police shall be secured prior to making any formal public appearance or publishing any article or releasing any official information when such appearance or act is not within prescribed official duties.

19.6.6.6.1. Department employees shall obtain the approval of the Chief of Police prior to making any formal public appearance or publishing any article, or releasing any official information which is not within their official duties when such speech, appearance or publication has, or is likely to have, an adverse effect upon the Department.

19.6.6.6.2. Department employees shall obtain the approval of the Chief of Police before authorizing use of their names, photos, or official titles which identify them as members of the Department in testimonials, advertisements of any commodity, or commercial enterprises.

19.6.6.7. Department employees shall not associate with any person or organization, which advocates or is instrumental in fostering hatred or persecution of any person or group of persons.

19.6.6.7.1. Department employees shall not associate with any person or group, which advocates the overthrow of the United States Government.

19.6.6.8. Members will not knowingly receive any article as a gift, or as the result of favorable purchase or trade, from suspects, persons in custody, or persons who may profit from police information.

19.6.6.9. Members will not recommend or suggest to any arrested person, or any other person, the name of any bail bondsman, or attorney, either directly or indirectly.

19.6.6.9.1. Members shall not become surety or guarantor, or furnish bail, for any person arrested for a crime except for members of their own immediate family.

19.6.6.10. Members will not use official Department stationary in connection with any personal matters.

19.6.6.11. Members will not make any purchases in the name of the Department without specific authorization permitting them to do so.

19.6.6.12. Department employees shall keep the Department informed of their correct residential address in accordance with established procedures.

19.6.6.13. Department employees should have telephone service to their residences, and shall keep the Department informed of their correct telephone number in accordance with procedures for reporting change of address or status.

19.6.6.14. Department employees shall not use the City of Sunrise Police Department or any of its facilities as a mailing address for private or personal purposes.

19.6.6.15. The Department address shall not be used on any personal motor vehicle registrations, operator or chauffeur's license, except as approved by the Chief of Police.

19.6.6.16. Department employees shall maintain a clean working environment.

19.6.6.17. Department employees shall obtain authorization from a supervisor before using equipment not regularly assigned, or before entering any locked or restricted area of Department facilities.

19.6.6.18. Department employees may not copy, remove or distribute official records or reports except in accordance with established procedures, pursuant to Florida State Statutes 119. This includes, but is not limited to, incident reports, CAD reports, crash reports, or any other records or reports determined to be official documents.

19.6.6.18.1. Preliminary complaint reports, counseling reports, and personnel records will not be released without the expressed authority of the Chief of Police.

19.6.6.18.2. Standard operating procedures, internal communications, and policy and procedures will not be released without the authority of the Chief of Police.

19.6.7. Use of Intoxicants/Drugs:

19.6.7.1. Members will not be under the influence of alcohol while on-duty or when reporting for duty.

19.6.7.2. Members will not use illicit drugs or chemicals whether on or off-duty.

19.6.7.3. Department employees shall not consume, ingest, or partake of intoxicating liquors or alcoholic beverages of any kind while on-duty except as authorized/required in the performance of official duties.

19.6.7.4. Members who are off-duty shall not consume alcohol to an extent that their behavior brings discredit upon themselves or the Department or which renders them unfit to report to their next regular tour of duty.

19.6.7.5. Department employees shall not become unfit for regularly scheduled duty because of excessive use of intoxicating or alcoholic beverages, prescribed medication, over the counter medication, or other substances to the extent that they cannot perform their required duties and responsibilities.

19.6.7.6. When prescribed medication by a licensed physician, employees will request from the physician any side effects that may impair their faculties to perform their required duties and responsibilities. Once informed of possible side effects, employees will notify their Supervisor and then contact the Personnel Department so that a determination can be made on their work status.

19.6.7.7. Members will not report to or remain on duty when medication that has been prescribed by a licensed physician impairs their faculties to perform their required duties and responsibilities as determined by the Personnel Department.

19.6.7.8. Alcoholic beverages shall not be brought into or kept in Department buildings or vehicles, except as evidence or property when officially seized and reported.

19.6.7.9. Department employees while on-duty and/or in uniform, shall not enter or frequent places established primarily for sale, storage, or consumption of alcoholic beverages, except in performance of official duties.

19.6.7.10. Department employees while on-duty and/or in uniform, shall not enter or frequent places established primarily for sale or display of pornographic pictures and materials, except in performance of official duties.

19.6.7.11. Department employees, while off-duty and partaking of alcoholic beverages and/or frequenting premises established primarily for consumption or sale of alcoholic beverages shall do so only as private individuals, and shall not voluntarily display Department identification unless necessary to perform official duties.

19.6.8. Miscellaneous Regulations:

19.6.8.1. Members will immediately forward a memorandum to the office of the Chief of Police, through their chain of command, if there is any change in the member's marital status, residential change of address, or change in residential phone number. All members are required to maintain a residential phone number, and have it on file with the Office of the Chief of Police.

19.6.8.2. No more than four marked police vehicles, on duty or off, will congregate in a single location without approval from a supervisor. An exception is made in the instance of an official service call.

19.6.8.3. When attending ceremonial functions during which a salute is called for, sworn officers in uniform, and those who are not in uniform but are visibly displaying a sidearm, will come to attention and render a military hand salute. Officers who are not in uniform or visibly displaying a sidearm, and civilian members, will come to attention and place their right hand over their left chest.

19.6.8.4. Department employees are expected to remain at their place of residence while on sick leave, or to promptly notify the division supervisor with a location at which they may be reached.

19.6.8.4.1. Department employees may, however, leave the place of residence for short duration as necessary for obtaining medical aids or assistance, food, or sustenance, for performing necessary domestic errands, or exercise of civil rights to vote, travel to, or engage in religious pursuits.

19.6.8.5. Department employees shall not be absent without leave (AWOL) or fail to give proper notice of absence, or fail to return to duty at the end of an authorized absence.

19.6.8.6. Department employees sustaining any personal injury requiring professional medical attention whether sustained on-duty or off-duty shall promptly report the injury to their supervisor.

19.6.8.7. Department employees shall not feign illness or injury or falsely report themselves ill or injured or otherwise deceive or attempt to deceive any supervisor of the Department as to the condition of their health for purposes of making a fraudulent claim for insurance, workers compensation, or disability retirement.

19.6.9. Meal Breaks:

19.6.9.8.1. Sworn and non-sworn personnel assigned to Patrol functions must coordinate with Dispatch personnel for the purpose of obtaining a meal break while on-duty. Unusual or emergency conditions may eliminate or reduce a meal break.

19.6.9.8.2. Sworn personnel will not receive any additional compensation if their meal break is reduced or eliminated. Meal breaks will be considered as time worked for overtime compensation.

19.6.9.8.3. Non-sworn personnel will follow guidelines as outlined within their applicable Collective Bargaining Agreement with respect to missed meal breaks.

19.6.9.8.4. Meal breaks for sworn personnel assigned to Patrol functions will be thirty (30) minutes in length.

19.6.9.8.5. Meal breaks for non-sworn personnel assigned to Patrol functions will be in accordance with the current Collective Bargaining Agreement.

19.6.9.8.6. Any conflicts concerning meal breaks will be immediately brought to the attention of an on-duty Supervisor.

19.6.9.8.7. For safety purposes, sworn personnel will not concentrate on one establishment for meal breaks nor should one establishment become a permanent location for meal breaks.

19.6.9.8.8. All meal breaks will be taken at an establishment or location within the City limits. Depending upon the location of the Patrol zone and the time of day, Supervisors may authorize meal breaks just outside the City limits.

19.6.9.8.9. No more than two (2) marked police units may be parked for meal breaks at any one location.

19.6.5. Department employees shall perform their duties in a conscientious manner and shall not engage in horseplay and shall not distract others who are performing assigned duties.