



ISLE OF MAN CONSTABULARY CORPORATE DOCUMENT

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TITLE	CODE OF ETHICS
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SECURITY MARKING	Official
FREEDOM OF INFORMATION	Suitable for general disclosure to the public under the principles of the Freedom of Information Act.
DOCUMENT DESCRIPTION	A Code of Practice for the Principles and Standards of professional behaviour for the Isle of Man Constabulary.
DEPARTMENT OWNING	Professional Standards
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Introduction

The policing profession has a duty to protect the public and prevent crime. The public expect every person within the profession to fulfil this duty by being fair and impartial and giving a selfless service.

While the great majority of people in policing act with honesty and integrity, any unprofessional behaviour detracts from the service provided to the public and harms the profession's reputation.

The Code of Ethics sets out the principles and standards of behaviour that will promote, reinforce and support the highest standards from every police officer in the Isle of Man.

The Code also has a preventive role. It requires everyone in policing to prevent unprofessional conduct by questioning behaviour which falls below expected standards. Additionally, it supports reporting or taking action against such behaviour.

Basis of the Code

The College of Policing has issued the Code of Ethics as a code of practice under section 39A of the UK Police Act 1996 (as amended by section 124 of the Anti-Social Behaviour, Crime and Policing Act 2014). The Code will be adopted in the Isle of Man as good practice.

As a code of practice, the status of the Code of Ethics:

- a) applies to the Isle of Man Constabulary
- b) relates specifically to chief officers in the discharge of their functions.

Scope of the Code

The scope of the Code of Ethics extends beyond its statutory basis as a code of practice.

The expectation of the public and the professional body is that every police officer in the Isle of Man will adopt the Code of Ethics.

This includes all those engaged on a permanent, full-time, part-time or voluntary basis.

The College of Policing may from time to time revise the whole or any part of the Code of Ethics.

Responsibilities

Everyone

You are responsible for your own professional behaviour and, to ensure that you are able to deliver the highest standards possible, you must have a good understanding of the contents of this Code.

You are expected to use the Code to guide your behaviour at all times – whether at work or away from work, online or offline.

Chief Officers

As the head of your force or organisation you will:

- show by personal example how the principles and standards in this Code apply
- promote, support and reinforce ethical behaviour at all times
- show moral courage to do the right thing even in the face of criticism
- be consistent in what you do and say
- promote openness and transparency within policing and to the public
- promote fairness and equality in the workplace

- create and maintain an environment where you encourage challenge and feedback
- be flexible and willing to change a course of action if necessary.

Leaders

All police personnel in leadership roles are critical role models. The right leadership will encourage ethical behaviour. Those who are valued, listened to and well led are likely to feel a greater sense of belonging, and so be more likely to take pride in their work and act with integrity.

As someone in a police leadership role you will:

- take personal responsibility for promoting and reinforcing the principles and standards set out in this Code of Ethics
- actively seek to embed the Code by ensuring regular reference to it in the day-to-day work and training undertaken by your force or organisation
- use the Code of Ethics both to support the individuals for whom you are responsible and to guide them in performing their duties.

Policing Principles

Doing the right thing in the right way.

Every person working for the police service must work honestly and ethically. The public expect the police to do the right thing in the right way. Basing decisions and actions on a set of policing principles will help to achieve this.

The principles set out in this Code of Ethics originate from the UK 'Principles of Public Life' published by the UK Committee on Standards in Public Life in 1995, as these continue to reflect public expectations. The Code includes the principles of 'fairness' and 'respect' as research has shown these to be crucial to maintaining and enhancing public confidence in policing.

The policing principles reflect the personal beliefs and aspirations that in turn serve to guide behaviour and shape the policing culture. The combination of principles and standards of behaviour encourages consistency between what people believe in and aspire to, and what they do.

Accountability	You are answerable for your decisions, actions and omissions.
Fairness	You treat people fairly.
Honesty	You are truthful and trustworthy.
Integrity	You always do the right thing.
Leadership	You lead by good example.
Objectivity	You make choices on evidence and your best professional judgement.
Openness	You are open and transparent in your actions and decisions.
Respect	You treat everyone with respect.
Selflessness	You act in the public interest.

Standards of Professional Behaviour

These standards reflect the expectations that the professional body and the public have of the behaviour of those working in policing. They originate from the UK Police (Conduct) Regulations 2012 (for police officers) which mirror the IOM (Police) Conduct Regulations 2015.

The Code has adapted the wording in the Regulations. However, in misconduct proceedings against police officers, the formal wording of the IOM Police (Conduct) Regulations 2015 will be used.

1	Honesty and Integrity	I will be honest and act with integrity at all times, and will not compromise or abuse my position.
2	Authority, respect and courtesy	I will act with self-control and tolerance, treating members of the public and colleagues with respect and courtesy. I will use my powers and authority lawfully and proportionately, and will respect the rights of all individuals.
3	Equality and diversity	I will act with fairness and impartiality. I will not discriminate unlawfully or unfairly.
4	Use of force	I will only use force as part of my role and responsibilities, and only to the extent that is necessary, proportionate and reasonable in all the circumstances.
5	Orders and instructions	I will, as a police officer, give and carry out lawful orders only, and will abide by Police Regulations. I will give reasonable instructions only, and will follow all reasonable instructions.
6	Duties and responsibilities	I will be diligent in the exercise of my duties and responsibilities.
7	Confidentiality	I will treat information with respect, and access or disclose it only in the proper course of my duties.
8	Fitness for work	I will ensure, when on duty or at work, that I am fit to carry out my responsibilities.
9	Conduct	I will behave in a manner, whether on or off duty, which does not bring discredit on the police service or undermine public confidence in policing.
10	Challenging and reporting improper behaviour	I will report, challenge or take action against the conduct of colleagues which has fallen below the standards of professional behaviour.

I will be honest and act with integrity at all times and will not compromise or abuse my position.

1. Honesty and Integrity

1.1

According to this standard you must:

- act with honesty and integrity at all times
- use your position, police identification or warrant card for policing purposes only, and not to gain a personal advantage that could give the impression you are abusing your position.

1.2

In abiding by this standard you gain and maintain the trust of the public, your leaders, your colleagues and your team. You are dependable and a role model.

1.3

The more senior in rank, grade or role you are, the greater the potential for harm as a consequence of any misuse of your position or any failure to meet the standards required by the code of Ethics.

Covert policing

1.4

The police service operations on the basis of openness and transparency. This is essential to maintaining and enhancing a positive relationship between the policing profession and the community.

1.5

To achieve legitimate policing aims, it is sometimes necessary to use covert tactics. This is recognised in law.

1.6

Covert tactics must be appropriately authorised and any deployments must be shown to be proportionate, lawful, accountable, necessary and ethical.

1.7

Officers who authorise or perform covert policing roles must keep in mind at all times the principles and standards set out in the Code of Ethics.

I will act with self-control and tolerance, treating members of the public and colleagues with respect and courtesy.

I will use my powers and authority lawfully and proportionately, and will respect the rights of all individuals.

2. Authority, respect and courtesy

2.1

According to this standard you must:

- carry out your role and responsibilities in a efficient, diligent and professional manner
- avoid any behaviour that might impair your effectiveness or damage either your own reputation or that of policing
- ensure your behaviour and language could not reasonably be perceived to be abusive, oppressive, harassing, bullying, victimising or offensive by the public or your policing colleagues.

2.2

The reasons for your actions may not always be understood by others, including the public. You must, therefore, be prepared to explain them as fully as possible.

Relationships

2.3

According to this standard you must:

- Ensure that any relationship at work does not create an actual or apparent conflict of interest
- Not engage in sexual conduct or other inappropriate behaviour when on duty
- Not establish or pursue an improper sexual or emotional relationship with a person with whom you come into contact in the course of your work who may be vulnerable to an abuse of trust or power.

Examples of meeting this standard are when you:

- remain composed and respectful, even in the face of provocation
- retain proportionate self-restraint in volatile situations
- recognise the particular needs of victims and witnesses for policing support
- step forward and take control when required by the circumstances
- keep an open mind and do not prejudge situations or individuals
- use your authority only in ways that are proportionate, lawful, accountable, necessary and ethical.

I will act with fairness and impartiality.

I will not discriminate unlawfully or unfairly.

3. Equality and diversity

3.1

According to this standard you must:

- uphold the law regarding human rights and equality
- treat all people fairly and with respect
- treat people impartially.

Examples of meeting this standard are when you:

- show compassion and empathy, as appropriate, to people you come into contact with
- treat people according to their needs
- recognise that some individuals who come into contact with the police are vulnerable and may require additional support and assistance
- take a proactive approach to opposing discrimination so as to adequately support victims, encourage reporting and prevent future incidents
- act and make decisions on merit, without prejudice and using the best available information
- consider the needs of the protected characteristic groupings – age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation
- actively seek or use opportunities to promote equality and diversity.

I will only use force as part of my role and responsibilities, and only to the extent that it is necessary, proportionate and reasonable in all the circumstances.

4. Use of force

4.1

This standard is intended for police officers who, on occasion, may need to use force in carrying out their duties.

4.2

In the future, police staff, volunteers and contractors in particular operational roles (for example, custody-related) may also be required to use force in the course of their duties.

4.3

According to this standard you must use only the minimum amount of force necessary to achieve the required result.

4.4

You will have to account for any use of force, in other words justify it based upon your honestly held belief at the time that you used the force.

I will, as a police officer, give and carry out lawful orders only, and will abide by Police Regulations.

I will give reasonable instructions only, and will follow all reasonable instructions.

5. Orders and instructions

5.1

According to this standard police officers must obey any lawful order that is given and must abide by Police Regulations.

5.2

According to this standard everyone in policing must give or carry out reasonable instructions only.

5.3

There may be instances when failure to follow an order or instruction does not amount to misconduct. For example, where a police officer reasonably believes that an order is unlawful or has good and sufficient reason not to comply.

5.4

Any decision to not obey orders or follow instructions, or that transgresses policing policies and other guidance, must be able to withstand scrutiny.

Use of discretion

5.5

Police discretion is necessary, but must be used wisely. When making decisions about using your discretion you must:

- use your training, skills and knowledge about policing
- consider what you are trying to achieve and the potential effects of your decisions
- take any relevant policing codes, guidance, policies and procedures into consideration
- ensure you are acting consistently with the principles and standards in this Code.

For **police officers**, examples of meeting this standard are when you:

- give orders which you reasonably believe to be lawful
- follow lawful orders, recognising that any decision not to follow an order needs to be objectively and fully justified
- support your colleagues, to the best of your ability, in the execution of their lawful duty
- accept the restrictions on your private life as described in Regulation 6 and Schedule 1 of the Police Regulations 2015 and any determinations made under those Regulations.

I will be diligent in the exercise of my duties and responsibilities.

6. Duties and responsibilities

6.1

According to this standard you must:

- carry out your duties and obligations to the best of your ability
- take full responsibility for, and be prepared to explain and justify, your actions and decisions
- use all information, training, equipment and management support you are provided with to keep yourself up to date on your role and responsibilities.

Business interests

6.2

Police Officers can have business interests as long as those interests are authorised and there is no conflict with an individual's police work and responsibilities.

Associations

6.3

Membership of groups or societies, or associations with groups or individuals, must not create an actual or apparent conflict of interest with police work and responsibilities.

6.4

The test is whether a reasonably informed member of the public might reasonably believe that your membership or association could adversely affect your ability to discharge your policing duties effectively and impartially.

Political activity

6.5

Police officers must not take any active part in politics. This is intended to prevent you from placing yourself in a position where your impartiality may be questioned.

Examples of meeting this standard are when you:

- are aware of the influence that unconscious biases (such as stereotypes or 'group think') can have on your actions and decisions
- support your colleagues, to the best of your ability, in their work
- demonstrate an efficient and effective use of policing resources
- ensure that accurate records of your actions are kept – both as good practice and as required by legislation, policies and procedures
- consider the expectations, changing needs and concerns of different communities, and do what is necessary and proportionate to address them.

I will treat information with respect, and access or disclose it only in the proper course of my duties.

7. Confidentiality

7.1

According to this standard you must:

- be familiar with and abide by the data protection principles described in the Data Protection Act 2002
- access police-held information for a legitimate or authorised policing purpose only
- not disclose information, on or off duty, to unauthorised recipients
- understand that by accessing personal data without authorisation you could be committing a criminal offence, regardless of whether you then disclose that personal data.

7.2

You must be mindful of risks such as:

- increasing your vulnerability to harassment, corruption and blackmail by revealing personal information about yourself or information held for a policing purpose
- prejudicing investigations by revealing operational material or tactics.

Social media

7.3

This standard also relates to the use of any platform of web-based or mobile communications, social networking sites, and all other types of social media.

7.4

While there are benefits of social media to policing, there are also potential risks.

7.5

According to this standard you must:

- use social media responsibly and safely
- ensure that nothing you publish online can reasonably be perceived by the public or your policing colleagues to be discriminatory, abusive, oppressive, harassing, bullying, victimising, offensive or otherwise incompatible with policing principles
- not publish online or elsewhere, or offer for publication, any material that might undermine your own reputation or that of the policing profession or might run the risk of damaging public confidence in the police service.

Examples of meeting this standard are when you:

- ensure that information you enter onto police systems and into police records is accurate
- share information with other agencies and the public when required for legitimate purposes
- maintain the confidentiality of commercial and other sensitive information.

I will ensure, when on duty or at work, that I am fit to carry out my responsibilities.

8. Fitness for work

8.1

According to this standard you must:

- be fit to carry out your role in policing and fulfil your responsibilities
- not consume alcohol when on duty
- not use illegal drugs
- not misuse legal drugs or other legal substances.

8.2

If you believe you are unfit to undertake your role or you are somehow impaired for duty, you must immediately declare this to your line manager, Organisational Development department or other relevant person.

8.3

If you are absent from work through sickness or injury:

- you may be required to consult appropriate health professionals and must follow any advice given unless there are reasonable grounds not to do so
- you must not engage in activities that are likely to impair your return to work.

8.4

If you let your police force know that you have a drink or drugs misuse problem, you will be given appropriate support as long as you demonstrate an intention to address the problem and take steps to overcome it. You may, however, still be subject to criminal or misconduct proceedings.

8.5

Chief officers should ensure that there are appropriate systems to support a police officer who discloses a drink or drugs problem, in compliance with 8.4.

8.6

Making a self-declaration of substance misuse after you have been notified of the requirement to take a test for possible illegal substances may not prevent criminal or misconduct proceedings following a positive test result.

I will behave in a manner, whether on or off duty, which does not bring discredit on the police service or undermine public confidence in policing.

9. Conduct

9.1

As a police officer, you must keep in mind at all times that the public expect you to maintain the highest standards of behaviour. You must, therefore, always think about how a member of the public may regard your behaviour, whether on or off duty.

9.2

You should ask yourself whether a particular decision, action or omission might result in members of the public losing trust and confidence in the policing profession.

9.3

It is recognised that the test of whether behaviour has brought discredit on policing is not solely about media coverage and public perception but has regard to all the circumstances.

For police officers and special constables

9.4

According to this standard you must report as soon as reasonably practical any occasion in the Isle of Man or elsewhere where you have been subject to one or more of the following:

- arrest
- a summons for an offence
- a penalty notice for disorder
- an endorsable fixed penalty notice for a road traffic offence
- a charge or caution for an offence by any law enforcement agency.

9.5

You must report to your supervisor or your professional standards department as soon as reasonably practical all convictions, sentences and conditions imposed by any court, whether criminal or civil (excluding matrimonial proceedings, but including non-molestation orders or occupation orders). 'Conditions imposed by any court' would include, for example, orders to deal with antisocial behaviour, a restraining order or a bind-over. When you are in doubt as to whether to make such a report, it is best to report.

9.6

You must report as soon as reasonably practical any legal proceedings taken against you for debt recovery, or any other adverse financial judgments.

9.7

You must report any serious criminal conviction against a member of your immediate family or a close friend so that appropriate safeguards can be put in place. When you are in doubt as to whether to make such a report, it is best to report.

9.8

A police officer being subject to any of these measures could bring discredit on the police service, and this may result in action being taken for misconduct, depending on the circumstances of the particular matter.

Examples of meeting this standard are when you:

- avoid any activities (work-related or otherwise) that may bring the police service into disrepute and damage the relationship of trust and confidence between the police and the public
- comply with Crime Recording Standards
- avoid any activities that may compromise your or any colleague's position in policing or compromise a police operation
- start work on time and are punctual while at work
- maintain a high standard of appearance when at work, whether in uniform or plain clothes – unless your role requires otherwise.

I will report, challenge or take action against the conduct of colleagues which has fallen below the standards of professional behaviour.

10. Challenging and reporting improper conduct

10.1

According to this standard you must never ignore unethical or unprofessional behaviour by a policing colleague, irrespective of the person's rank, grade or role.

10.2

You have a positive obligation to question the conduct of colleagues that you believe falls below the expected standards and, if necessary, challenge, report or take action against such conduct.

10.3

If you feel you cannot question or challenge a colleague directly, you should report your concerns through a line manager, a force reporting mechanism or other appropriate channel.

10.4

The policing profession will protect whistle-blowers.

10.5

Nothing in this standard prevents the proper disclosure of information to a relevant authority or body in accordance with the Data Protection Act 2002, the Freedom of Information Act 2015 and the Criminal Procedure and Investigations Act 2016.

10.6

You will be supported if you report any valid concern about the behaviour of someone working in policing which you believe has fallen below the standards expected. You will not be supported, and may be subject to disciplinary procedures, if your report is found to be malicious or otherwise made in bad faith.

10.7

The police service will not tolerate discrimination or victimisation or any disadvantageous treatment against anyone who makes a valid report of unprofessional behaviour or wrongdoing.

10.8

Given the overriding duty to report wrongdoing, genuine concerns in this respect can never be deemed to bring the policing profession into disrepute.

Supervisors

10.9

According to this standard you must:

- ensure that your staff carry out their professional duties correctly
- challenge and address any behaviour that falls below the standards in this Code, and report it where appropriate
- assess, take positive action, or otherwise escalate appropriately any report of unprofessional behaviour or wrongdoing made by someone for whom you are responsible.

Examples of meeting this standard are when you:

- are aware of the influence that unconscious biases (such as stereotypes or 'group think') can have on your actions and decisions
- support your colleagues, to the best of your ability, in their work
- demonstrate an efficient and effective use of policing resources
- ensure that accurate records of your actions are kept – both as good practice and as required by legislation, policies and procedures
- consider the expectations, changing needs and concerns of different communities, and do what is necessary and proportionate to address them.

Supplementary Notes

National Decision Model

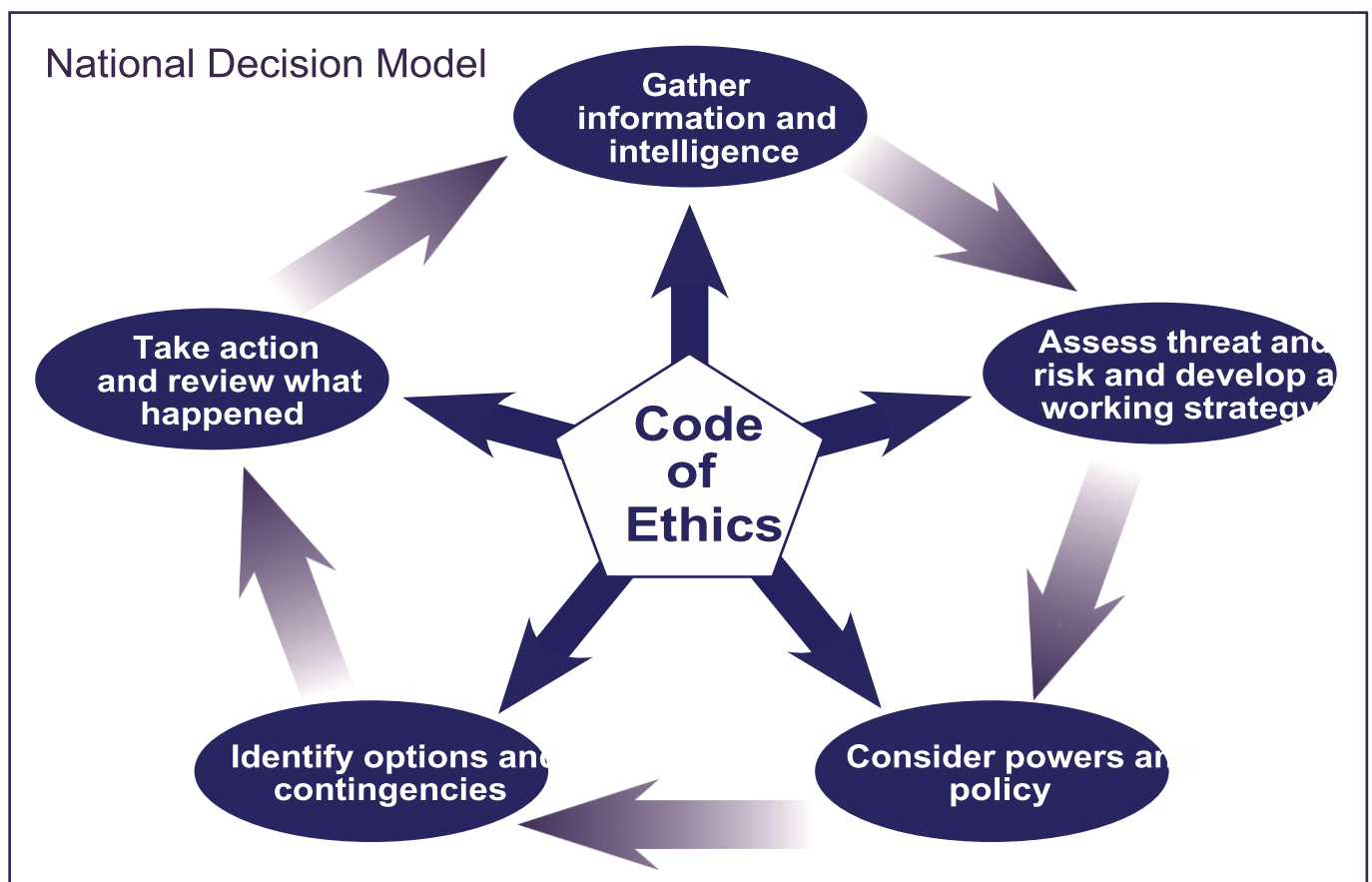
The National Decision Model is the primary decision-making model for police in England, Wales and the Isle of Man. Individuals, supervisors and others use it to assess potential decisions or decisions that have already been made.

Making ethical decisions

The Code of Ethics promotes the use of the National Decision Model (NDM) to help embed ethical reasoning in accordance with policing principles and expected standards of behaviour. The model allows people to be more questioning of the situations confronting them, more challenging of themselves and better able to make ethical and effective decisions.

The model places the Code of Ethics at the centre of all decision making. This reminds those in the policing profession that they should consider the principles and expected standards of behaviour set out in the Code at every stage of making decisions.

The NDM is inherently flexible. It can be applied to spontaneous incidents or planned operations, by an individual or teams of people, and to operational and non-operational situations. It can also be expanded as appropriate for specialist and other areas of policing. The NDM also works well for reviewing and debriefing decisions and actions.



In every case the elements of the NDM stay the same, but users decide for themselves which questions and considerations they apply at each stage.

Understanding, practising and using the NDM helps people develop the knowledge and skills necessary to make ethical, proportionate and defensible decisions in all policing situations.

In a fast-moving incident, the main priority of decision makers is to keep in mind the principles and standards set out in the Code of Ethics.

You are not expected to know the Code of Ethics word for word. What is expected is that you apply the intent of the Code to your decisions and ask yourself questions such as:

- Is my decision in line with the principles and expected behaviours outlined in the Code of Ethics?
- Will this action or decision reflect well on my professionalism and policing generally?
- Would I be comfortable explaining this action or decision to my supervisor?
- Would I be prepared to defend this action or decision in public?

When behaviour does not meet expectations

This section provides general guidance on how behaviour that does not uphold policing principles or meet expected standards will be handled.

Breaches of the Code

Breaches of the Code of Ethics will not always involve misconduct or require disciplinary proceedings. Breaches will range from relatively minor shortcomings in conduct, performance or attendance through to gross misconduct and corruption. Different procedures exist according to the type of unprofessional behaviour or misconduct alleged.

Relatively minor breaches of the Code may be simply and effectively dealt with through peer or team challenge. Others may require local management action – for example, by a line manager. More significant failures may require formal action such as, the application of the Police (Conduct) Regulations 2015 or the Police (Performance) Regulations 2015.

See [Box 1](#) for types of possible actions on managing unprofessional behaviour or misconduct.

All officers, particularly supervisors and managers, have a duty to act where a concern is raised about any behaviour, level of performance or conduct which may amount to a breach of the Code.

Behaviour that does not uphold the policing principles or which falls short of the expected standards of professional behaviour set out in this Code of Ethics will be dealt with:

- according to the severity and impact of any actual, suspected or alleged breach
- at the most appropriate level
- in a timely and proportionate manner in order to maintain confidence in the process.

Managers and supervisors are expected to exercise professional judgement and take into account the principle of proportionality in determining how to deal effectively with alleged unprofessional behaviour.

Procedures must be applied in a non-discriminatory manner, and due regard must be paid to the need to handle allegations sensitively and confidentially. Fairness and consistency are watchwords.

Box 1 : Managing behaviour

The most important management tool is self-regulation. This relates to your own behaviour and that of your immediate peers and teams through:

- self-awareness and self-challenge
- peer awareness and peer challenge
- team awareness and team challenge

On an ascending scale of seriousness, other actions include local management action and formal assessment and investigation.

Local management action

This includes:

- gathering relevant evidence on concerns reported to or noticed by managers, discussing

any shortcomings or concerns with the individual at the earliest possible opportunity, keeping a contemporaneous note of interactions with the person, and putting the matter on record (the 'record' may be the person's PDR)

- a verbal warning and advice over future conduct
- management action prior to referral to unsatisfactory performance procedures
- referral to unsatisfactory performance procedures
- management action as part of a resolution of public complaint
- issue of an improvement notice and action plan
- redeployment or a temporary change of duty.

Formal assessment and investigation

Actions include:

- management advice
- written warning
- final written warning
- dismissal with or without notice.

The most serious allegations amounting to gross misconduct can result in suspension from duty or restriction of duty, and may involve a criminal investigation and criminal proceedings.

There is no single formula for determining the action to be taken in relation to a concern about the behaviour or performance of a member of the Isle of Man Constabulary. Each case must be considered individually. See [Box 2](#) for relevant considerations.

Box 2 : Determining whether behaviour does or does not reflect the Code of Ethics

Considerations should include the :

- nature and circumstances of the behaviour
- position, duties and responsibility of the person
- difference in restrictions on private life between police officers and police staff/other employees/volunteers
- rationale given by the person for their behaviour
- effects of the behaviour or its consequences on:
 - internal or external relationships
 - the reputation of the police service
 - the ability of the person to fulfil their duties
- effects of the behaviour on:
 - the organisation's trust and confidence in the individual
 - the public's trust and confidence in the police service.

Consideration should always be given to any relevant regulations, policies or guidance on managing unprofessional behaviour, misconduct, unsatisfactory performance or unsatisfactory attendance.

Where evidence or alleged breaches of the standards are so serious that the threshold for formal assessment is crossed and investigation is merited, such cases will be referred to the Professional Standards department.

A failure by a police officer to have regard to the standards of professional behaviour in the Code of Ethics may be admissible in evidence in any disciplinary proceedings or on any appeal arising from a decision made in such proceedings.

Guidance for members of the public

You have the right to make a complaint if you feel that a police officer behaved unprofessionally.

To make a complaint you should contact the Professional Standards department at Police Headquarters. You can also make your complaint to the Police Complaints Commissioners (PCC) via the Department of Home Affairs.