## 900 General Conduct and Responsibilities

## 900.3.4 PERSONAL CONDUCT

- (a) Employees will not knowingly enter a location engaged in prostitution, illegal gambling, or any establishment wherein laws are being violated.
- (b) Supervisors will not place themselves under financial obligation to a subordinate.
- (c) While on-duty or on the premises of City facilities, employees will not:
  - 1. Use loud, indecent, profane, harsh, derogatory language, or use belittling term in any communications.
  - 2. Ridicule, mock, taunt, embarrass, humiliate, or shame any person, nor do anything that might incite that person to violence.
  - 3.1. Indulge in "horseplay."
  - 4.2. Produce or display graffiti of any nature.
  - 5.3. Post or display derogatory, offensive or lewd pictures which degrade or lower the self-esteem of fellow employees and would undermine the goal of professionalism within APD.
  - 6.4. Engage in any sexual conduct including lewd acts or solicitation for sex.
- (d) While on-duty or wearing any item which makes one identifiable to the public as an APD employee, employees will not:
  - 1. Sleep.
  - 2. Engage in gambling, including lottery games.
  - 3. Play games, including cards, dominoes, billiards, video or computer games, watch television or movies, or otherwise engage in entertainment, unless it is job related and has been approved by their commander/manager.
  - 4. Read newspapers, magazines, books, or other material, except during approved breaks.
  - 5. Study for promotional examinations.
  - 6. Take an authorized break in a sexually oriented business.
  - 7. Ride a personally owned motorcycle without a DOT approved motorcycle helmet.