



LIBERTY POLICE DEPARTMENT
LIBERTY, TENNESSEE

GENERAL ORDER

STANDARD OPERATING PROCEDURES

LAW ENFORCEMENT ROLE & AUTHORITY					
G.O. Number	Effective Date	Date Issued	☒	New	
100.10	09/02/2026	08/19/2026	☐	Amended	
Approved:	<i>David R. Callahan</i>	Rescinds:	Mission Statement 10/01/2008		
		Accreditation Standards:	1.1, 1.4		
	Chief of Police	Reviewing Authority:	Chief of Police		
This General Order is exclusively for departmental use and does not apply in any criminal or civil proceedings. It should not be interpreted as establishing a higher legal standard of safety or care in an evidentiary sense concerning third-party claims. Violations of this General Order will only result in departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting.					

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PURPOSE:

The purpose of this procedure is to establish a philosophy and commitment to professionalism, customer service, and community policing by members of the Liberty Police Department.

POLICY:

All employees of the Liberty Police Department are members of a team working together with a primary objective of serving the community. Employees who fail to follow the necessary Rules and Regulations governing conduct not only penalize themselves but do a disservice to all other employees of the Department. Our fundamental underlying goal is to provide exceptional police service to our customers in a manner that does not simply meet but exceeds their expectations. It is the policy of the Liberty Police Department that all members shall be required to abide by a Code of Ethics and shall be responsible for knowing and adhering to the following tenets.

DEFINITIONS:

Tenet – a principle, belief, or doctrine generally held to be true, especially one held in common by members of an organization, movement, or profession.

I. DEPARTMENT MISSION AND VALUES STATEMENT

The Department strives continuously to maintain and improve its services to the public and community. A Mission Statement and Values Statement serve a vital role in providing guidance in the services and the level of professionalism presented by its personnel.

Mission Statement

The Liberty Police Department's mission is to create a safe and secure environment in the Town of Liberty for everyone. This is achieved by providing professional law enforcement services and safeguarding life and property through responsive, courteous, caring, and dedicated service. This mission is accomplished through unwavering dedication and sincere commitment to the public we serve.

While other public and private organizations exist to protect life and property, they lack the exclusive authority that law enforcement officers possess to enforce the law. This authority is explicitly and implicitly outlined in the statutory definitions of peace officer, police officer, and law enforcement officer.

The Liberty Police Department is composed of officers who share a common belief and are goal-oriented to provide the most progressive professional services possible to the public. To achieve this, we must embrace and adhere to fundamental values that are integral to the Liberty Police Department and provide us with the spirit and direction to accomplish our objectives.

In partnership with the community, we strive to provide service based on excellence to ensure a safe and secure environment.

The Liberty Police Department strives to identify criminal offenders and criminal activity and when appropriate, to apprehend offenders, and participate in subsequent court proceedings; to prevent the commission of crimes through proactive techniques by reducing the opportunities for such crimes; to create and maintain a feeling of security in the community; to ensure safe and expeditious movement of vehicle traffic on public roadways; to reduce traffic deaths through engineering, education, and enforcement; to provide citizens with educational information regarding the police function and crime prevention.

Values Statement

The members of the Liberty Police Department, regardless of their rank or assignment, firmly believe that it is our responsibility to provide the citizens of our community with exceptional public safety services. In line with this conviction, we acknowledge the necessity of dedicating ourselves to this task daily. The demands of peacekeeping,

maintaining order, and enforcing the law necessitate a diligent, concerted, and responsible effort. We are committed to values that support our mission of providing the community with “service based on excellence,” including those that follow:

- We firmly believe that effectively addressing concerns of safety, security, and quality of life requires a community effort. This means that police and citizens must partner together to solve, prevent, and reduce crime and criminal activity.
- We firmly believe that every citizen deserves to be treated with respect and dignity, regardless of their race, ethnicity, culture, or socioeconomic status.
- We firmly believe that integrity and ethical behavior are fundamental qualities that every officer entrusted with enforcing the law and safeguarding the public must possess.
- We believe that police officers have a responsibility to actively work towards preventing crime and to actively hinder criminal activity whenever and wherever possible.
- We believe in the inherent value of police officers and the respect their profession deserves. We believe in empowering officers to take initiative in addressing community concerns, identifying problems, and proposing solutions. Ultimately, the value of a police officer to the community lies in their efforts to maintain and enhance its safety and security.

II. CODE OF ETHICS

AS A POLICE OFFICER, my fundamental duty is to serve mankind; to safeguard lives and property, to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the constitutional rights of all persons to liberty, equality, and justice.

I WILL keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others, honest in thought and deed in both my personal and official life. I will be exemplary in observing the laws of the land and the regulations of my agency. Whatever I see or hear of a confidential nature, or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I WILL never act officiously or permit personal feelings, prejudices, animosities, or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without unnecessary force or violence and will never accept gratuities.

I RECOGNIZE the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to these objectives and ideals, dedicating and affirming myself to my chosen profession.

I KNOW that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.

I WILL constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession, law enforcement.

Professional Courtesy – Law enforcement courtesy is definitely a science of the highest degree. Law enforcement courtesy consists of quiet, unassuming behavior based on a sincere consideration for the feelings of others. Race, religion, gender, color or creed do not influence the practice of courtesy. Courtesy presupposes an attitude of desiring to please or desire to serve. One can be firm and conscientious in carrying out law enforcement duties and still be courteous.

Approach – Courtesy is most often expressed during the initial interaction with a citizen. Facial expressions, tone of voice, and walking mannerisms all convey one's attitude.

1. Approaching a citizen with a scowl and a threatening gesture immediately antagonizes them. The response will likely be resentment and a desire to argue and “fight it out.” However, a friendly, cheerful approach, not at all apologetic, but interested and pleasant, is usually far more disarming. It's the manner in which one says or does something that reveals character, especially if one is an officer of the law. The expression given to an officer's thoughts and feelings by looks, tones, and gestures rather than by deeds or words determines judgment of an officer.
2. There are times when patience may wear thin after long hours of work. However, this does not justify sarcasm or discourtesy. While courtesy does not prevent an officer from feeling indignant or aggravated, it does require them to express such feelings in a professional manner.
3. Every employee of the Liberty Police Department should remember that any act of discourtesy or offensive behavior reflects poorly on all members of the department and undermines public confidence, which everyone is working hard to build. Department personnel should be mindful of their approach and pay close attention to how different approaches affect various individuals. Simply being a member of the Liberty Police Department or wearing a uniform and badge does not grant anyone the right to engage in abusive oratory or display personal vindictiveness. Overbearing methods should be replaced with courtesy and politeness. An employee can be courteous to everyone without exception while still being firm and sincere in their efforts to complete their tasks.
4. It is essential to be courteous to successful businesspeople, but it is equally crucial to be courteous to foreign-speaking individuals, those who are struggling financially, and those

who are less fortunate. Officers represent this country, the law, and the attitude of the government. They can play a significant role in helping these individuals understand the requirements of law enforcement and gain their cooperation. Generally, people feel better after being handled courteously than they do after being rude or abrupt. There is a sense of pride in knowing that a person contacted leaves with a feeling of warmth and friendliness, rather than resentment and indignation. Remember, there are no small enemies.

Attitude – Attitude and conduct must align with the position held. Uniforms and badges don't grant anyone the authority to behave in an officious, sarcastic, or intimidating manner. An efficient police officer doesn't need to resort to abuse to demonstrate authority. Officers should never let their duty influence their actions in a way that affects the public. Moreover, officers should never allow their line-of-duty associations with criminals to alter their personality and attitude toward the general public they serve.

Causes of Discourtesy

1. Officers in uniform are often seen by far more people than they encounter. Curious crowds gather around them, creating a "glass house" effect. This can sometimes lead to a feeling of self-importance among officers. This self-importance may cause them to perceive each law violation as a personal affront, as if the offender is deliberately trying to annoy them. Consequently, their reaction becomes one of "getting even" rather than impartial enforcement of the law.
2. Officers often face the strain of duty and numerous responsibilities, which can lead to sleep deprivation. This fatigue can make them irritable and prone to outbursts. It's crucial for officers to remain vigilant and ensure that their physical condition doesn't justify "taking it out" on the public.
3. Officers should not be discourteous simply because the individuals they are dealing with have been discourteous. Offenders often become defensive when approached by an officer and may resort to abusive language and discourteous behavior. However, officers who can maintain self-control and handle both the offender firmly and courteously demonstrate their superiority and effectiveness. In essence, it's **important not to lower yourself to their level**.
4. Sometimes, courtesy is lacking due to a lack of knowledge and understanding. It's something that's acquired through continuous practice, imitation, and thoughtful consideration for others' feelings. It becomes an integral part of a person's personality and spreads goodwill wherever they go.

Bearing

1. There's strength in calmness, so officers should stay composed even in challenging situations. During stressful and disaster-stricken times, officers may become distracted or excited. Officers can best fulfill their responsibilities when they can take charge of

situations with calmness and an air of authority. An officer with a good bearing instills confidence.

2. An attitude of blustering, cross-grained officiousness only earns the ill will of those the officer should be serving. Instead, cultivate the ability to meet people easily. Remember, tact and consideration are helpful in any task.
3. Law enforcement courtesy is built on the ability to show respect to others in both trivial and significant interactions. Respect is reciprocated, and by making a sincere effort to understand the other person's perspective, officers develop the essential skills to comprehend and make sound judgments in these interactions.

III. CANONS OF OFFICERS CODE OF ETHICS

ARTICLE 1. Primary Responsibility of Job

The primary responsibility of the law enforcement and fire service, and of the individual Police Officer, is the protection of the people and property of the United States through the upholding of their laws.

ARTICLE 2. Limitation of Authority

The first duty of a Police Officer, as upholder of the law, is to know the bounds the law establishes for its enforcement. The Police Officer represents the legal will of the community, be it local, state, or federal. The Police Officer must, therefore, be aware of the limitations and proscriptions which the people, through law, have imposed as a primary responsibility. Police Officers must recognize the genius of the American system of government which gives no person, group, or institution, absolute power. Police Officers must ensure that they, as prime defenders of that system, do not pervert its character.

ARTICLE 3. Duty to be Familiar with the Laws and with Responsibilities of Self and Other Public Officials

Police Officers shall assiduously apply themselves to the study of the principles of the laws which they are sworn to uphold. Police Officers will ascertain their responsibilities in the particulars of their enforcement, seeking aid from superiors in technical matters or principles when such are not understood. They will make special effort to fully understand their relationship to other public officials, particularly in matters of jurisdiction, both geographically and substantively.

ARTICLE 4. Utilization of Proper Means to Gain Proper Ends

Police Officers shall be mindful of their responsibility to pay strict heed to the selection of means in discharging the duties of their office. Violations of law or disregard for public safety and property on the part of an officer are intrinsically wrong; they are self-defeating in that they instill in the public mind a like disposition. The employment of illegal means, no matter

how worthy the end, is certain to encourage disrespect for the law and its officers. If the law is to be honored, it must first be honored by those who enforce it.

ARTICLE 5. Private Conduct

Police Officers shall be mindful of their special identification by the public as upholders of the law. Laxity of conduct or manner in private life, expressing either disrespect for the law or seeking to gain special privilege, will certainly reflect upon the Department and the individual officer. The community and the service require that law enforcement officers lead decent and honorable lives.

Following a law enforcement career gives no one special perquisites; however, it does give the satisfaction and pride of following and furthering an unbroken tradition of service. Officers who reflect upon this tradition will not degrade it. Rather, they will so conduct their private lives that the public will regard them as examples of stability, fidelity, and morality.

ARTICLE 6. Conduct Toward the Public

Police Officers, mindful of their responsibilities to the whole community, shall deal with individuals of the community in a manner calculated to instill respect for its laws and its police service. Police Officers shall conduct their official lives in a manner that inspires confidence and trust. Thus, they will be neither overbearing nor subservient, as no individual citizen has an obligation to stand in awe of them nor a right to command them. Officers will give service where they can, and require compliance with the law. They will do so neither from personal preference or prejudice but rather as duly appointed officers of the law discharging a sworn obligation.

ARTICLE 7. Conduct in Arresting and Dealing with Law Violators

Police Officers shall use powers of arrest strictly in accordance with the law and with due regard for the rights of the citizen concerned. Their office gives them no right to judge the violator nor to mete out punishment for the offense. They shall at all times, have a clear appreciation of responsibilities and limitations regarding detention of the violator.

They shall conduct themselves in such a manner as will minimize the possibility of having to use force. To this end, they shall cultivate a dedication to the service of the people and the equitable upholding of the law, whether in the handling of the law violators or in dealing with the law-abiding.

ARTICLE 8. Gifts and Favors

Police Officers, representing government, bear the heavy responsibility of maintaining, in their own conduct, the honor and integrity of all government institutions. They shall therefore, guard against placing themselves in a position in which any person can expect special consideration or in which the public can reasonably assume that special consideration is being given. Thus, they should be firm in refusing gifts, favors or gratuities, large or small, which

can, in the public's mind, be interpreted as capable of influencing their judgment in the discharge of duties.

ARTICLE 9. Presentation of Evidence

Police Officers shall be concerned equally in the prosecution of the wrongdoer and the defense of the innocent. They shall ascertain what constitutes evidence and shall present such evidence impartially and without malice. In so doing, they will ignore social, political, and all other distinctions among the persons involved, strengthening the tradition of the reliability and integrity of an officer's word.

Police Officers shall take special pains to increase perception and skill of observation, mindful that in many situations theirs is the sole impartial testimony to the facts of a case.

ARTICLE 10. Attitude Toward Profession

Police Officers shall regard the discharge of their duties as a public trust and recognize their responsibilities as a public servant. By diligent study and sincere attention to self-improvement, they shall strive to make the best possible application of science to the solution of crime and in the field of human relationships, strive for effective leadership and public influence in matters affecting public safety. They shall appreciate the importance and responsibility of their office and shall hold police work to be an honorable profession which renders valuable service to their community and country.

IV. TENETS OF CUSTOMER SERVICE

1. Your problem is important to me.
2. I will find a way to help you.
3. I will meet or exceed my commitments.
4. I am committed to your satisfaction.
5. I will exceed your service expectations.

V. COMMUNITY POLICING

Community policing is a collaborative effort between the police department and the community. It identifies crime and disorder problems and involves all community members in finding solutions. This approach is based on strong, mutually beneficial relationships between police and community members. Effective community policing reduces neighborhood crime, decreases fear of crime, and improves community quality of life. It achieves these goals by combining police, local government, and community resources. The Liberty Police Department has integrated community policing into every aspect of our organization. In Liberty, community policing isn't just a slogan; it's our daily business.

RELATED FORMS:

None