



Conduct 101

The path to success begins with the RCMP Code of Conduct



Today's Agenda

- ▶ Your K Division Conduct Unit.
- ▶ Why is there a Code of Conduct? Where can Members find information on it? Who is involved in the process?
- ▶ Who is the Conduct Authority?
- ▶ Interim, Remedial, Corrective, and Serious Measures.
- ▶ Demystify myths and rumours.
- ▶ Off-Duty vs On-Duty Codes and how to avoid them.
- ▶ What is the difference between a meeting and a hearing?
- ▶ Member workplace advisors and support.
- ▶ Questions?



K & G Divisions Conduct Unit

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- Sergeant John Lovie, NCO i/c Conduct Advisor Unit
- Sergeant Luke Baiton, Conduct Advisor
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Code of Conduct

- ▶ Contraventions of provisions of the Code of Conduct will be addressed in a manner that is fair, consistent, and at an appropriate level. Where appropriate, measures are educative and remedial rather than punitive.
- ▶ The Member Code of Conduct is outlined in the Regulations of the RCMP Act, and clearly outlines members' responsibilities to contribute to and ensure a respectful workplace free of harassment, discrimination, and other forms of disrespectful behaviour.
- ▶ The RCMP Code of Conduct applies to all regular and civilian members, whether on- or off-duty, in person, or online.
- ▶ Additional information about the Code of Conduct, as well as the conduct process, can be found on the Infoweb in the Employee Services tab under Professional Responsibility.



Performance vs. Conduct

Misconduct

- Generally seen as “neglect of duty”
- An element of willfulness in the neglect
- The degree of neglect was serious enough to cross from performance to misconduct

Performance

- An error or omission which can be reasonably explained through
 - Lack of experience
 - Lack of training
 - Lack of education



Those Involved in the Conduct Process

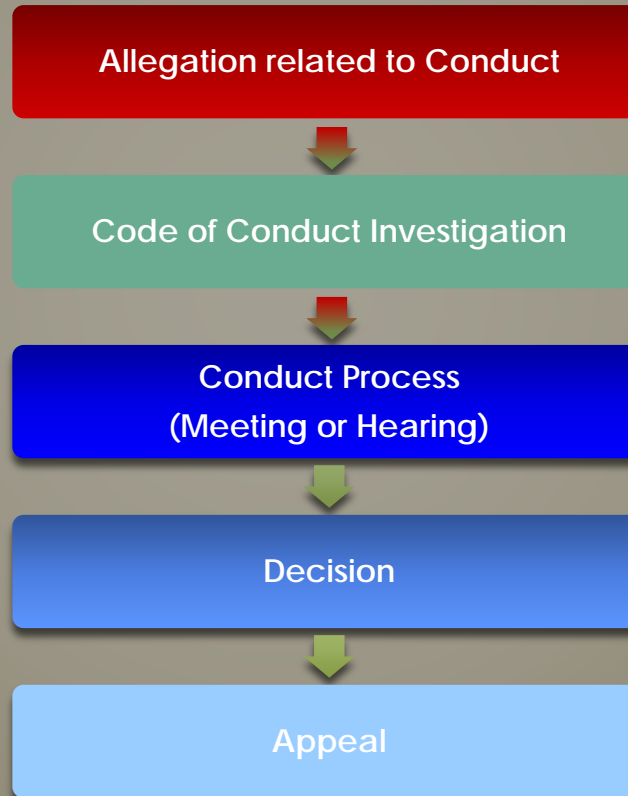
- ▶ Subject Members
- ▶ Witnesses
- ▶ Conduct Authorities/Conduct Advisors
- ▶ Code of Conduct Investigators
- ▶ Review Authorities
- ▶ Designated Officer & Registrar
- ▶ Conduct Boards
- ▶ OCGA Case Managers (Appeal)
- ▶ Conduct Appeal Adjudicators
- ▶ External Review Committee (certain types of appeals)



Who is the Conduct Authority?

- ▶ Accountable for addressing misconduct, following the conduct process, and making decisions
- ▶ A member in command of a detachment, and a person who reports directly to an officer or to a person holding an equivalent managerial position;
- ▶ An officer, or person holding equivalent managerial position; and
- ▶ An officer in command of a division.

The Conduct Process





Interim Administrative Measures

- ▶ Temporary reassignment
- ▶ Suspension
- ▶ Stoppage of pay and allowances



Remedial Measures

- ▶ Admonishment
- ▶ Reprimand
- ▶ Close Supervision
- ▶ Training
- ▶ HSO Referral
- ▶ Counselling/Rehabilitation
- ▶ Specific Program or Activity
- ▶ Removal, restriction, or modification of duties
- ▶ Reassignment
- ▶ Financial Penalty



Corrective Measures

- Ineligibility for promotion
- Deferment of pay increment
- Suspension without pay
- Financial Penalty
- Forfeiture of annual leave
- Combination of above



Serious Measures

- Ineligibility for promotion
- Removal, restriction, or modification of duties
- Deferment of pay increment
- Reduction to lower rate of pay
- Demotion
- Transfer to another work location
- Suspension from duty without pay
- Forfeiture of annual leave



The Three Most Common Allegations

- In K Division

- 8.1 – Reporting
- 7.1 – Discreditable conduct
- 4.2 – Duties and responsibilities

- Nationally

- 7.1 – Discreditable conduct
- 4.6 – Use of government equipment
- 2.1 – Respect and courtesy

File Status Overview 2016 - 2018

K Division

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Total # of files	91	74	87
Established	55	22	18
Not Established	26	28	15
1733	7	12	5
Timed Out	1	1	0
Still Ongoing	2	11	49

All Divisions

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Total # of files	464	474	481
Established	262	249	154
Not Established	133	131	90
1733	52	54	19
Timed Out	7	1	1
Still Ongoing	10	37	217



Myths and Rumours

- ▶ Is the Subject Member required to participate in the conduct process?
- ▶ Is the Subject Member obligated to provide a statement?
- ▶ Is a witness to an allegation of a code violation required to participate?
- ▶ Is each and every code of conduct established?
- ▶ Members at all ranks are subject to the Code.



On-Duty versus Off-Duty Offences

On-Duty

- ▶ Disrespectfulness
- ▶ Appropriate behaviour in relation to laws, Force equipment, and reporting
- ▶ Excessive force

Off-Duty

- ▶ Discreditable conduct
- ▶ Abuse of authority



Best Practices in Order to Avoid a Code

- ▶ Keep accurate and timely notes – this has proven to be extremely helpful when on-duty;
- ▶ Submit up-to-date and detailed reports in a timely fashion;
- ▶ Exercise good judgement during social events;
- ▶ Stay healthy – physically and mentally – and maintain healthy relationships;
- ▶ Find something meaningful in your work;
- ▶ Follow-up diligently;
- ▶ Build a support system of positive colleagues and friends; and
- ▶ Reach out for help if you need it.




What's the difference between a meeting and a hearing?

- ▶ This is a relatively new process and has demonstrated benefits to the Force and its Members.
- ▶ Conduct Authority levels could be subject to change between the time that a code is initially reported and the time that the investigation is completed.
- ▶ With the change of an authority level comes increased jeopardy.
- ▶ If you are subject to a hearing rather than a meeting, there is a possibility that you could be dismissed from the Force.



Member Workplace Advisor and Support Persons

- ▶ Staff Sergeant Michelle Boutin, Member Workplace Advisor Supervisor for Depot, and K, F, and D Divisions
- ▶ Sergeant Kevin Halwa, Red Deer
- ▶ Sergeant Jeff McGowan, Edmonton
- ▶ Sergeant Tim Croft, Airdrie



Important Final Thoughts and Reminders!

- ▶ Remember that maintaining the confidence of Canadians in the RCMP is essential. Members represent the Force even while off-duty, and are held to a higher standard than the average Canadian because of the additional powers that Members have. Any activities a Member is involved in could be subject to scrutiny.
- ▶ Also remember that privacy is required in relation to Code of Conduct matters.
- ▶ Especially in smaller communities, you're known even if you're out of uniform.



Any questions?



