

**COUNTY OF MONROE  
OFFICE OF THE SHERIFF  
ROCHESTER, NEW YORK**

<b>GENERAL ORDER MULTI BUREAU</b>	<b>DATE OF ISSUE DECEMBER 2, 2024</b>	<b>EFFECTIVE DATE DECEMBER 2, 2024</b>	<b>NO. 112-24</b>
<b>SUBJECT: GENERAL ORDER  Fraternization</b>		<b>DISTRIBUTION  All Personnel</b>	<b>AMENDS</b>
<b>REFERENCE:</b>			<b>RESCINDS</b>

**Purpose:** To establish guidelines for managing and mitigating the effects of personal relationships among employees and between employees and members of the public, ensuring professionalism and integrity in all interactions.

**Scope:** This policy applies to all employees of the Monroe County Sheriff's Office, including full-time, part-time, and volunteer, contract and temporary personnel.

**Policy:** Fraternalism among employees or between employees and individuals in the community must be conducted in a manner that maintains the integrity, professionalism, and public trust in the agency. Unacceptable fraternization occurs when it compromises the chain of command, resulting in the appearance of partiality or otherwise undermining good order, discipline, authority, or morale.

**Definitions:**

**Fraternalism:** Any personal relationship that may affect an employee's professional responsibilities, including but not limited to friendships, romantic relationships, business relationships or familial relationships.

**Conflict of Interest:** A situation where personal relationships could interfere with an employee's ability to perform their duties impartially or receive favorable treatment resulting from the relationship.

**Maintain Professional Boundaries:** Typically means establishing and adhering to clear, appropriate, and respectful limits in interactions and relationships between employees to prevent conflicts of interest, favoritism, and disruptions in workplace dynamics.

**Perceived Favoritism and Conflict of Interest:** Perceived refers to how a situation or action is interpreted or understood by others, regardless of whether the perception aligns with reality. In the context of perceived favoritism or perceived conflict of interest, it emphasizes the importance of maintaining not only actual fairness and integrity but also the appearance of such qualities to preserve trust and credibility within MCSO.

**Direct Supervisory Authority:** The power to oversee, evaluate, assign, refer for discipline, or influence the career progression of a subordinate employee.

**Immediate Supervisory Authority:** The direct responsibility to oversee, manage, and evaluate a subordinate's daily work and performance.

I. **Guidelines:**

A. Professional Conduct

1. Employees must maintain professional boundaries with one another and with members of the public.
2. Personal relationships should not interfere with an employee's ability to perform their duties or impact the perception of professionalism.

B. Disclosure Requirements

1. Employees must disclose in writing by submitting a **MB-003 Intra Departmental Correspondence** any personal relationship that could lead to a conflict of interest or perceived favoritism to the first uninvolved supervisor in their chain of command.
2. Failure to disclose such relationships may result in disciplinary action.

II. **Relationships among Employees:**

- A. Members who are in family or other close personal or romantic relationships with each other shall not be permanently assigned in capacities where one of the Members has direct supervisory authority or immediate supervisory authority, or as a part of their job responsibilities, is privy to managerial or confidential information to which the other Member should not be privy.
- B. The Bureau Chief shall approve and memorialize in writing adjustment of the chain of command and supervision to ensure there is no actual or perceived conflict of interest relating to direct or immediate supervisory responsibility over another member where a relationship as defined above under "Fraternization" definition exists.

III. **Relationships with the Public:**

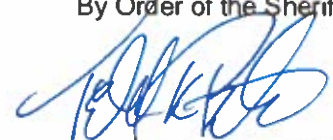
- A. Employees will not develop personal relationships with individuals under investigation or in custody.
- B. Officers must maintain a professional demeanor when interacting with community members to ensure impartiality and public trust.

IV. **Training and Awareness:** All employees will receive training on this policy and the importance of maintaining professional relationships.

V. **Disciplinary Action:** Violations of this policy may result in disciplinary action, up to and including termination, depending on the severity of the breach.

VI. **Conclusion:** Maintaining professional relationships within MCSO is crucial for fostering trust and accountability. Employees are expected to adhere to these guidelines to ensure that all interactions are respectful and uphold the agency's values.

By Order of the Sheriff,



Todd K. Baxter