

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

GENERAL ORDER MULTI BUREAU	DATE OF ISSUE AUGUST 7, 2026	EFFECTIVE DATE AUGUST 7, 2026	NO. 116-26
SUBJECT: GENERAL ORDER Workplace Display Policy		DISTRIBUTION All personnel	AMENDS
REFERENCE:			RESCINDS

Purpose: To establish guidelines for workplace displays within the Monroe County Sheriff's Office (MCSO) to maintain a professional and neutral environment.

Policy: All displays in the workplace including all office spaces, common areas, vehicles, and other property owned or managed by MCSO support the agency's commitment to respect, impartiality, and public trust. This policy supports a respectful and professional environment while aligning the legal standards and the specific needs of law enforcement workplaces.

Definitions:

Workplace Display: Any visual content or décor posted or displayed within the agency's property, including personal workspaces visible to others, common areas, and official vehicles.

Prohibited Content: Displays that are offensive, discriminatory, political, or could otherwise negatively impact the work environment.

Discriminatory: Refers to any display or material that promotes or reflects bias, prejudice, or intolerance toward individuals or groups based on legally protected characteristics, such as race, ethnicity, religion, gender, sexual orientation, age, or disability. Discriminatory displays can perpetuate stereotypes, endorse unequal treatment, or create an environment that makes others feel excluded, marginalized, or unsafe.

Offensive: Any display, image, or language that a reasonable person might find insulting, derogatory, or disrespectful. This includes, but is not limited to, materials that mock, ridicule, or denigrate any individual or group based on personal characteristics such as race, religion, gender, sexual orientation, nationality, age, disability, or socioeconomic status. Offensive displays may also include any content with explicit or vulgar language, gestures, or imagery.

Inappropriate or suggestive images or language: Content that is unprofessional, sexually suggestive, or likely cause embarrassment, discomfort (i.e., images or words with sexual innuendo, provocative language, or depictions of nudity). This also covers humor or jokes that contain sexual references or double extenders, as such materials can contribute to an unprofessional and potentially uncomfortable work environment.

Negatively Impact the Work Environment: Materials that "negatively impact the work environment" include any display that disrupts the workplace's harmony, professionalism, or respect. This encompasses materials that could create divisiveness or tension among employees, interfere with morale, or otherwise undermine the agency's standards of conduct. This broad category includes any items that do not align with the values of mutual respect and professionalism in law enforcement

Political Displays: Any content that endorses or opposes a particular political party, candidate, campaign, or movement. This also encompasses materials that represent ideological stances or political agendas unrelated to the mission of law enforcement. This policy restricts political displays to ensure that the

workplace remains neutral and does not appear to endorse any specific political view, maintaining public trust in the agency's impartiality.

I. Material that might Contribute to a Hostile Work Environment

- A. Any display that could contribute to a workplace atmosphere in which employees are intimidated, humiliated, or subjected to unfair treatment.
- B. Hostile Work Environment arises when behaviors or displays are severe or pervasive enough to interfere with an employee's work performance or well-being.
- C. Materials which are harassing include but are not limited to:
 - 1. Those that target individuals or groups for ridicule.
 - 2. Make others feel uncomfortable due to their protected characteristics.
 - 3. Imply threats.

II. Professional and Neutral Environment

Displays must contribute to a professional atmosphere. Items that could be perceived as inappropriate, inflammatory, or biased are strictly prohibited. These include materials that reference or depict:

- A. Political parties, candidate, or campaigns.
- B. Discriminatory or offensive symbols or language based on race, gender, religion, national origin, disability, or any other protected class.
- C. Violent or graphic imagery unrelated to official duties.

III. Permitted Displays

The following types of displays are generally allowed:

- A. Certificates, awards, or other professional recognitions.
- B. Official agency décor, including department insignias and mission statements.
- C. Family photos, provided they are appropriate and do not contain political or offensive content.
- D. Cultural or religious items that are respectful and discreet.
- E. Union or association materials posted within designated areas as agreed in the collective bargaining agreement.

IV. Non-Permissible Displays

The following types of displays are not permitted:

- A. Explicitly political materials, including campaign posters or party symbols.
- B. Content that promotes or suggests illegal activities or violence.
- C. Inappropriate or suggestive images or language.
- D. Any material that might contribute to a hostile work environment or harassment.

V. Display Approval Process

- A. Any display that might fall into a gray area should be submitted for approval to the Undersheriff.
- B. Supervisors have the authority to review and, if necessary, request the removal of item(s), MOR and or disciplinary actions in accordance with applicable collective bargaining agreements.

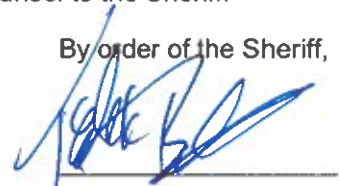
VI. Consequences of Policy Violations

Employees may be subject to informal counseling and a request to remove item(s), MOR and/or disciplinary actions in accordance with applicable collective bargaining agreement.

VII. Appeals Process

Employees may appeal decisions related to display removal or disciplinary actions under this policy by submitting a written appeal to the Undersheriff or if delegated, Counsel to the Sheriff.

By order of the Sheriff,



Todd K. Baxter