

**City of Canandaigua
Police Department
General Order**

General Order: 100	Subject: Agency Role and Mission Statement
Authority: Chief Stephen Hedworth	Effective Date: January 1, 2009
Rescinds: All Previously Issued Directives	Revised 1/22/2018

EXECUTIVE ORDER

All the employees of the Canandaigua Police Department share a responsibility to the City of Canandaigua and its people. We are called upon to enforce laws and ordinances passed by the representatives of these same people.

Mission Statement

The mission of the Canandaigua Police Department is to establish and maintain a partnership with the citizens of the community and work in unison to provide a safe environment in which the quality of life may be improved through delivery of competent, fair and impartial police services.

Values

- We value human life and dignity.
- We value high integrity as the basis for community trust.
- We value the fair and impartial enforcement of Federal, State and Local Laws and the rights of the accused.
- We value Professional Excellence.
- We value all members of the Canandaigua Police Department, both sworn and unsworn.

The primary goals of the Police Department include the protection of life and property, resolution of conflict, the creation and maintenance of a feeling of security in the community, reduction of opportunities for the commission of crime through crime prevention strategies, identification, apprehension, and prosecution of offenders, the recovery and return of property, and providing public service wherever possible.

Toward these ends, it is important that all employees are provided with guidance in carrying out their duties. While it is not possible to anticipate every situation or to prescribe a course of action

required for each case, the General Orders set forth guidance to aid in your decision making. The exercise of discretion based on common sense, good judgment, training, supervision, and directives on the Police Department will determine your course of action.

The General Orders Manual represents the manner in which departmental employees will perform their duties. Each employee will have access to the General Orders Manual electronically, via the "F" drive, on any departmental computer. Two hard copies of the General Order Manual will be available as well, one maintained in the Patrol Office and one maintained in the Sergeant's office. Each employee is required to study it carefully, be aware of its content and meaning, and conform to its directives. Violations of these orders may result in disciplinary action

Changes or additions may be made from time to time and shall become effective and part of this manual when published. When new General Orders or revisions are issued, it will be the responsibility of the administration to update the electronic and hard copy versions of the manual.

All existing manuals and general orders which are in conflict with the contents of the General Order manual are hereby revoked. If any portion of this manual is held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions.

MEMBER'S PLEDGE

Members and Staff accepting employment with the Canandaigua Police Department hereby accept and agree to the following:

- I. HUMAN LIFE AND DIGNITY - The value of life is beyond measure. I will respect human life and the dignity of all people, and will take whatever action is necessary to protect and preserve them.

- II. THE CONSTITUTION AND LAWS - I am committed to uphold and defend the rights guaranteed to individuals by the Constitutions of the United States and the State of New York. I will abide by and enforce the laws of the nation, state and city in a fair and equitable manner.

- III. THE COMMUNITY - I value the partnership and communication the Canandaigua Police Department enjoys with the community. I endorse the priorities established in cooperation with our community intended for the safety of all and to enhance the quality of life in our neighborhoods.

- IV. COMMITMENT TO EXCELLENCE - The most valuable asset held by the Canandaigua Police Department is its personnel. As one of their members, I will strive to improve myself and my job using every available resource. Through teamwork, sensitivity to the requirements of others, and strict accountability to the Department mission, I am dedicated to achieving excellence in the discharge of all my responsibilities.

- V. LEADERSHIP AND CHARACTER - As a representative of the Canandaigua Police Department, I recognize that I will be perceived to be in a position of leadership and that such position is dependent upon public trust; therefore, I am pledged to honesty, integrity, and truthfulness in both my personal and professional life.