



Division of Campus Safety



Written Directive	DCS Role, Code of Ethics, Oath of Office
Effective Date: July 14, 2020	Applies to: All
CALEA: 1.1.1, 1.1.2	Issuing Authority: Interim Director Michael Holt
Revised: July 13, 2020	Rescinds: May 26, 2020

I. Purpose

The purpose of this written directive is to establish a canon of ethical behavior of which all Division of Campus Safety (DCS) employees are expected and required to abide.

This written directive establishes the requirement of all University of Denver (DU) DCS Campus Safety Officers to read and affirm the Division’s Oath of Office and all DCS personnel to read and affirm the Division’s Code of Ethics. [CALEA 1.1.1, 1.1.2]

The written directive also sets forth the ethical expectations for which all Division employees will be held accountable.

II. Definitions

N/A

III. Written Directives

The goal of the Division of Campus Safety is to provide the highest quality safety and security services to the University of Denver (DU) campus community.

A. Code of Ethics: In order to accomplish the Division’s Mission, Vision, and Values all Division of Campus Safety personnel must affirm and abide by the following code of ethics. Failure to uphold the highest standards in integrity, dedication, community and service will not be tolerated.

- i. To conduct themselves with honor and integrity at all times exemplifying the utmost moral principles.
- ii. To be honest, conscientious, and reliable while conducting my duties and to uphold the University of Denver’s Division of Campus Safety written directives and procedures.
- iii. To accept responsibility in my duties and fulfill the obligation of my role: to protect the people of the DU community
- iv. To protect university property; preventing and reducing criminal activity on campus; and protecting the constitutional rights of all members of the DU campus community.
- v. To observe the precepts of honesty, accuracy, and discretion while not permitting personal feelings or relationships, prejudices, or enemies influence my reasoning.
- vi. To report to my superiors all information pertaining to violation(s) of written directive(s) and law(s) on the DU campus.
- vii. To protect and respect the confidential information of the student body of this institution.
- viii. To cooperate fully within the bounds of written directive with all recognized outside agencies.



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- ix. To accept no additional compensation, commission or gratuity for personal advantage.
- x. To conduct myself professionally at all times and in a manner that reflects credit upon the division and university.
- xi. To strive continually to improve my performance by seeking training and educational opportunities that will further prepare me for my responsibilities with DCS.

B. Mission Statement

The Mission of the Division of Campus Safety is to enhance the quality of life at DU by providing a safe and secure environment that is conducive to learning while building collaborative community partnerships based on inclusivity, mutual respect and trust.

C. Vision Statement

It is the Vision of the Division of Campus Safety to exemplify our commitment to the DU campus community we serve by fostering culture of accountability, professionalism, and a standard of excellence.

D. Value Statements

- i. *Integrity: To embrace a culture of accountability, honor, and trustworthiness*
- ii. *Dedication: To recognize the exceptional diversity within the campus community we serve and commit to treat all individuals with tolerance, respect and dignity.*
- iii. *Community: To foster our partnership with the DU campus community in problem solving & crime prevention.*
- iv. *Service: To commit to providing excellent safety services with professionalism.*

IV. References

Report of the Task Force on Private Security
<https://www.ncjrs.gov/App/Publications/abstract.aspx?ID=40543>

Oath of Office - Code of Ethics Form

V. Rules and Procedures

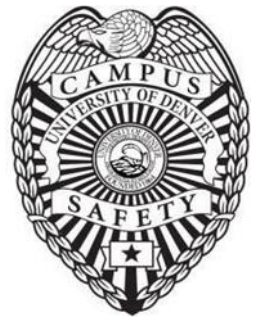
- A. **Affirmation:** Affirmation of the Division's Mission, Vision and Value statements and Code of Ethics set forth by this written directive will be done by signing this written directive through the online data management system.

Campus Safety Officers: Prior to assuming the active duties of office, every Campus Safety Officer shall affirm their understanding of all applicable campus rules and regulations and respect and protect the rights of all campus community members, especially the rights to free speech and freedom of assembly. The following oath of office will be administered to all Campus Safety Officers prior to the CSO assuming active duty: [CALEA 1.1.1]

I, hereby, swear or affirm to conduct myself to the highest standards of integrity and professionalism in the performance of my duties. I will always have the courage to hold myself and others accountable for our actions. To keep faith with the trust placed in me; to safeguard the University community; to uphold, enforce and adhere to the written directives of the Division of Campus Safety and the University of Denver; to respect and protect the rights of all campus community members, especially the rights to free speech and freedom of assembly; and to abide by the department's Code of Ethics. [CALEA 1.1.1]



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All DCS Personnel: Affirmation of the Division's Mission, Vision and Value statements and Code of Ethics set forth by this written directive will be done by signing this written directive through the established online data management system. [CALEA 1.1.2]

- B. **Training:** All new employees of the Division of Campus Safety will receive mandatory ethics training during the division's new member onboarding process. Ethics training will be required for all division employees, biennially. This training may differentiate based upon job responsibilities. [CALEA 1.1.2]