


<p align="center"><b>FAIRFAX COUNTY POLICE DEPARTMENT</b></p>  <p align="center"><b>REGULATION</b></p>	<p>SUBJECT: <b>GENERAL RESPONSIBILITIES</b></p>		<p>NUMBER: <b>201</b></p>
	<p>EFFECTIVE DATE: <b>May 9, 2025</b></p>	<p>REVIEW: <b>May 2028</b></p>	
<p>RESPONSIBLE ENTITY: PLANNING AND RESEARCH BUREAU</p>			<p><input type="checkbox"/> New Directive  <input type="checkbox"/> Replaces:  <input checked="" type="checkbox"/> Revised: 05-09-25</p>
<p>ACCREDITATION STANDARDS</p>	<p>CALEA: 4.3.4, 11.3.1, 12.1.3, 12.1.4, 22.2.1, 22.2.2</p> <p>VLEPSC: ADM. 09.01 PER. 03.06, 09.01</p>		

### **201.1 KNOWLEDGE AND OBEDIENCE TO LAWS, REGULATIONS, AND TRAINING AND PERFORMANCE OF DUTY**

Members of the Fairfax County Police Department (FCPD) shall maintain working knowledge of laws and ordinances in effect in both the Commonwealth of Virginia and Fairfax County. Employees shall also maintain working knowledge of all General Orders, Standard Operating Procedures (SOP), and conducted training initiatives of the FCPD, as well as all Fairfax County Government [Personnel Regulations](#) and perform their duties as required or directed by law, policy, or order of a superior officer. Where improper action occurs, it shall be presumed that the employee was familiar with the applicable law, Department policy, or County rule in question. All lawful duties required by competent authority shall be performed as directed, notwithstanding general assignment of duties and responsibilities. Violation of any law, Department policy, or County rule may serve as grounds for disciplinary action. Malfeasance, misfeasance, and nonfeasance by any employee shall constitute violations of this Regulation.

### **201.2 DUTY TO REPORT VIOLATIONS**

Any employee with knowledge of another employee(s), either individually or collectively, who are knowingly or unintentionally violating any laws, statutes, ordinances, rules and/or regulations of the FCPD, or who are disobeying orders, shall immediately bring any and all facts pertaining to the matter to the prompt and direct attention of a commander or supervisor or the Internal Affairs Bureau (IAB) who shall then take appropriate action in accordance with existing laws and regulations. Employees may bypass the chain of command and directly advise the IAB or Chief of Police of the violation.

### **201.3 PRESERVATION OF PEACE AND PROTECTION OF LIFE AND PROPERTY**

It shall be the duty of all sworn officers of the FCPD to preserve the public peace, protect life and property, and enforce and uphold the laws of the Commonwealth of Virginia and ordinances of Fairfax County.

### **201.4 STANDARDS OF CONDUCT**

- A. **Unbecoming Conduct:** Employees shall conduct themselves, both on and off-duty, in such a manner as to reflect most favorably on the Department. Conduct unbecoming of an employee shall include engaging in conduct on or off-duty that violates law or policy when the violation (1) relates to the employee's activity as a County employee or to County business, (2) undermines public trust in the County or the employee's ability to perform their duties, or (3) brings the FCPD into disrepute, reflects discredit upon the employee as a member of the FCPD, or impairs operation and/or efficiency of the Department or employee. Unbecoming conduct can include, but is not limited to, written and electronic communications, to include social media activities, text messages, and on-line posts. Unbecoming conduct does not have to occur exclusively during working hours or on Department electronic devices. Discriminatory conduct may affect the workplace and violate departmental policy even where it occurs outside of the workplace, during non-work hours, or on personal electronic devices or social media platforms.
- B. **Associations:** Employees shall avoid regular or continuous associations or dealings with individuals whom they know, or should know, are persons under criminal investigation or indictment, or have a reputation in the community or Department for present involvement in felonious or criminal behavior, except as necessary in the performance of official duties, or where unavoidable because of other personal relationships of the employees.

Employees may not initiate or establish personal, business, or intimate relationships with a victim, witness, or suspect in active criminal cases in which the employee is directly involved in any phase of the investigative process. This prohibition shall be in effect until (1) an arrest is made, until such time as all court proceedings related to the incident are concluded, or (2) where there is no arrest made, until such time as the investigative process is completed.

Employees shall disclose to their commander any personal, business, or intimate relationship they may have with any individual whom they know is under criminal investigation or where the appearance of a conflict of interest may exist.

## **201.5 COOPERATION AND COORDINATION**

Employees shall coordinate their efforts with all other employees of the FCPD and other County agencies, with the objective of ensuring maximum achievement and continuity of purpose through teamwork. All employees are charged with the responsibility of fostering and maintaining a high degree of cooperation within the Department and all other County agencies.

## **201.6 ASSISTANCE TO FELLOW OFFICERS**

No officer shall fail to aid, assist, or protect another officer to the fullest extent of their capabilities in a time of need.

## **201.7 OBLIGATION TO DUTY**

Officers are continually subject to duty whenever they are physically within the jurisdictional confines of Fairfax County, although periodically relieved from its routine performance. Officers shall at all times respond to the lawful orders of a superior officer and other proper authorities as well as any request for police assistance from a community member(s). Proper police action shall be taken whenever required. Officers assigned to special duties are not relieved from taking appropriate action outside of the scope of their specialized assignment whenever necessary.

## **201.8 REPORTING TO DUTY**

Employees shall report for duty at the time and location as required by assignment or order and shall be properly uniformed, equipped, and prepared to assume duty. While on duty, employees shall never be under the influence of any substance(s), to include alcohol, that would negatively impact their ability to provide law enforcement services to the community. Employees shall give undivided attention to orders, instructions, and any other disseminated pertinent information.

## **201.9 INSPECTIONS**

Inspections of employee dress, uniform, or equipment may be made at any time by competent authority. Inspections shall include, but not be limited to, examination of lockers, desks, or any space upon Departmental premises that may be used by any employee. Supervisors shall perform frequent inspections to ensure officers have needed items to perform their duties, to include only

authorized equipment and weapons. Where a deficiency is noted, the officer shall remedy the issue within a reasonable time frame as provided by the supervisor.

## **201.10 SAFE HANDLING OF FIREARMS**

Officers shall carry, handle, and store their Department issued and personal firearms in a safe manner, both on and off-duty, in accordance with their training and applicable State and Federal laws. Officers are responsible for maintaining their firearms in sound operating conditions at all times, and may not make unauthorized modifications to their Department issued firearms without approval from the FCPD Firearms Range staff.

- A. **Intentional** firearm discharges or unintentional firearm discharges that result in death or injury to any individual shall be investigated in accordance with [FCPD General Order 540](#) (Use of Force).
- B. **Unintentional** firearm discharges (on or off-duty) that do not result in death or injury to any individual shall be investigated as follows:
  - 1. Within Fairfax County: The employee involved shall immediately notify the acting Police Liaison Commander (PLC) who shall inform the acting Duty Officer. The Duty Officer shall then notify both the Major Crimes Bureau (MCB) and Internal Affairs Bureau (IAB) commanders who shall coordinate their respective investigations in accordance with [FCPD General Order 301](#) (Internal Investigations).
  - 2. Outside of Fairfax County: The employee involved shall immediately notify the PLC who will inform IAB. IAB will coordinate their administrative investigation with the appropriate jurisdiction.
  - 3. During Department Approved Training Exercises: Investigations shall be assigned and conducted at the direction of IAB.

## **201.11 TRAINING**

Employees shall attend in-service training at the direction of either the Chief of Police or other competent authority. Attendance shall be considered a duty assignment. Officers shall be required to receive training and maintain certification for any authorized weapons carried.

## **201.12 ON-CALL STATUS OR STANDBY DUTY**

The commander of any entity that maintains 24-hour or on-call/standby coverage shall be responsible for ensuring the PLC is provided with the names and contact information for on-call/standby employees under their command. The PLC will dictate the format to be used, in coordination with the Department of Public Safety Communications' (DPSC) supervisor to ensure a single on-call list is maintained and readily accessible. Employees placed on standby or on-call status shall restrict their consumption of alcoholic beverages in such a manner as to be in compliance with all applicable laws and regulations.

## **201.13 PHYSICAL FITNESS AND MENTAL WELLNESS EDUCATION**

Officers shall be capable of responding quickly to situations necessitating physical exertion and sound cerebral decision-making. The safety of the general public and other officers demands that officers maintain sufficient physical and mental health conditions regardless of their assignment. Officers are encouraged to keep fit, maintain overall wellness in mind and body, and participate in programs available to all employees through the FCPD Health and Wellness Division (HWD).

All sworn employees shall undergo physical examinations and wellness sessions at no cost. Physical examinations shall be conducted annually for those employees over forty (40) years of age, biennially for those employees over thirty (30) years of age, and triennially for those employees under 30 years of age.

Wellness education sessions shall be attended by all sworn employees during their appointed dates and times. Sworn employees assigned to certain specialty units shall have periodic wellness education sessions as determined by the Chief of Police or their designee. All wellness education sessions are confidential and protected by the [Health Insurance Portability and Accountability Act \(HIPAA\)](#). Though attendance at wellness education sessions is considered a mandatory duty assignment, officers may elect not to engage in conversation with mental health professionals at these sessions at their own discretion.

## **201.14 ESTABLISHING ELEMENTS OF A VIOLATION**

The existence of facts and circumstances that would lead a reasonable person to believe that the occurrence of a violation of law, ordinance, rule, or regulation is more probable than not is all that is required to support an allegation for charge under this section. Formal complaints are not required to be filed.

Regulation 201 becomes effective on the above date and rescinds all previous rules and regulations pertaining to the subject.

ISSUED BY:

  
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Chief of Police