

INTERN CODE OF CONDUCT

To participate in the Student Internship Program, all interns must abide by the following rules of conduct:

- A. Interns must complete the designated internship application and all included forms (including waiver[s] of liability). This paperwork must be complete, accurate and truthful.
- B. The intern must present a neat and professional appearance at all times while participating in the program. Interns will be expected to dress in casual business attire at all times. Exceptions to this rule will depend on the assignment the intern is given. Exceptions must be approved by the Training Sergeant.
- C. Absolutely no weapons will be permitted. Flashlights will be provided for any nighttime assignment.
- D. The intern agrees to obey all instructions from any supervisor or officer(s) that he/she is assigned to accompany. However, interns are forbidden to follow any illegal or unlawful orders, commands, or instructions.
- E. Any significant problems, complaints, inquires, or questions will be reported to the Training Sergeant immediately.
- F. An intern is not a law enforcement officer and will at no time represent himself/herself as a law enforcement officer or as an employee, either of the Fayetteville Police Department or any other law enforcement agency.
- G. The intern agrees to maintain in confidence any information learned during the course of the Student Internship Program about the activities or operations of the Fayetteville Police Department. Specific information about criminal or traffic cases, the identity of individuals, or the description of law enforcement procedures is not to be divulged in any manner.
- H. The intern agrees to wear the observer identification tag in a clearly visible manner at all times when working at the department as an intern so that it is immediately apparent to all observers.
- I. The intern will keep a Weekly Field Evaluation Report, which will include reports of significant activities of the week. The report will be kept in chronological order in the intern's binder.
- J. The intern must sign an agreement to follow all applicable rules and regulations of the Fayetteville Police Department.
- K. Unfit for Duty: If the designated supervisor determines the intern to be unfit to participate for a particular work assignment due to intoxication, illness, not conforming to dress code, or for any other reason deemed appropriate by the supervisor; the intern will be sent home until the next regularly scheduled assignment.
- L. If for any reason the designated supervisor deems it necessary to send an intern home, he/she will inform the Training Sergeant by telephone or page and will provide a written statement of the situation and the reason for doing so prior to the next workday.
- M. An intern can be removed from the Student Internship Program, if his/her personal conduct brings disrepute on the Fayetteville Police Department or in any way compromises the intern's ability to maintain confidentiality.
- N. Violations of any policies, procedures, rules or code of conduct will be grounds for dismissal from the Fayetteville Police Department's Student Internship Program. The Chief of Police will have the final authority on any dismissals and there will not be an appeal process available.

I have read the above and agree to follow all the rules and regulations stipulated therein.

Signed: _____ Date: _____