

ANNEXURE 2 - SECTOR 3 CODE OF CONDUCT

UNDERTAKING TO BE BOUND BY THIS CODE OF CONDUCT, TASK DESCRIPTION, DISCIPLINARY PROCEEDINGS, SUSPENSION POLICY AND RADIO AND RADIO USAGE POLICY.

I, _____, hereby undertake to be bound by the contents of this Code of Conduct, task description, disciplinary proceedings, suspension policy, and radio usage policy mentioned herein and of any subsequent Constitution that may be adopted by the Sinoville Community Policing Forum - Sector 3, a Sub-Forum of the Sinoville Community Policing Forum, as amended from time to time.

I also acknowledge that I hereby accept to become a member of the Sinoville Community Police Forum - Sector 3.

Signed at _____ on _____ day of _____ 20____

Signed

[Please submit only this signed page, together with your membership application form.]

1. GENERAL

- 1.1. This Code of Conduct will be binding on all Members of Sector 3 while engaging with CPF matters, the Control 3 members while on duty, members of sub-Forums of Sector 3 that falls under the auspices of Sector 3 while engaging with CPF matters, the Management Committee of Sector 3 while engaging with CPF matters and / or any person that have been co-opted onto the Management Committee while engaging in CPF matters and / or who performs any act as instructed or directed by the Management Committee from time to time, while engaging with CPF matters.
- 1.2. Any Member or person referred to in paragraph 1.2, who contravenes this Code of Conduct, will be dealt with in accordance with the disciplinary process referred to in the Constitution and may be suspended in terms of the Suspension Policy pending a disciplinary hearing

2. CONDUCT

- 2.1. All members and persons referred to in paragraph 1.1:
 - 2.1.1. Will not use their membership to promote the aims and objectives of any political party;
 - 2.1.2. Will at all times act in a manner that will uphold and promote the objectives and principles of Sector 3;
 - 2.1.3. May not exploit their membership of Sector 3 to their own personal advantage, benefit, privilege or remuneration;

- 2.1.4. Will serve Sector 3 in an unbiased and objective manner;
- 2.1.5. Will not display racism, nor sexual, nor religious discrimination, nor use any form of discrimination or abuse towards any other person;
- 2.1.6. Will not divulge to any person or organization, any confidential or privileged information that they may have acquired as a result of their membership of Sector 3;
- 2.1.7. Will not distribute any rumours about members of Sector 3;
- 2.1.8. Will not address the media, or make public announcements, in matters connected to the business of Sector 3 without the authority of the Forum's Exco;
- 2.1.9. Will not accept any payment, commission or gratuity in connection with their membership of Sector 3, except after being authorized to do so by the Management Committee;
- 2.1.10. Will not be allowed to participate in the activities of Sector 3 if suspected to be under the influence of any illegal substance or alcohol or smell of alcohol while performing a function and or duties at Sector 3. This also applies to the use of prescription and non-prescription drugs that may be deemed to negatively impair sound judgement;
- 2.1.11. Will not make a member who donate or provide a service or utility, entitled to any privilege or remuneration or exempt him / her in any manner or form, from his / her duties and obligations as a member;
- 2.1.12. Must declare any conflict of interest and must recuse him / herself from any decision or vote in which there is a conflict of interest, financial or otherwise;
- 2.1.13. Will assist the Sinoville SAPS/TMPD, as directed by the Sinoville SAPS/TMPD, in a lawful manner in the carrying out of their duties; and
- 2.1.14. Will consent to have their fingerprints taken for the purpose of security clearance and or background checks, should the Management Committee deem it necessary.

3. PATROLLING

- 3.1. All members and persons referred to in paragraph 1.1:
- 3.2. Will only patrol in a vehicle marked by at least two side door magnets, as approved by the Forum's Exco, unless otherwise directly instructed by the Control Co-ordinator for a specific reason;
- 3.3. Patrol vehicles bearing the Sinoville Community Police Forum / SCPF logo, will adhere to all road traffic rules;
- 3.4. On scheduled patrol will register with the Control 3;
- 3.5. Going on an unscheduled patrol, will also register with the relevant Control 3, and will let the Control 3 know when he / she is going off patrol;

- 3.6. Are allowed to cross the borders of Sector 3 and deploy into another sub-Forum's area of jurisdiction, if so instructed by the Forum's Exco, the sub-Forum's Management Committee, another sub-Forum Controller or by SAPS/TMPD, in order to assist them to carry out their duty; and
- 3.7. Only qualify as patrollers after successful completion of the Forums Patrol Training program and may only then, participate as a patroller on their own.

4. FIREARMS AND WEAPONS

- 4.1. All members and persons referred to in paragraph 1.1:
 - 4.1.1. Shall not use or display their personal licensed firearms in an unlawful manner whilst acting as members of Sector 3; and
 - 4.1.2. Shall not draw their firearms unless under direct threat of harm that would legally warrant such an action.

5. RADIOS

- 5.1. All members and persons referred to in paragraph 1.1:
 - 5.1.1 Must undergo the approved Sector 3 Radio Protocol training;
 - 5.1.2 Will not let the frequency made known for whatever reason and, should such breach require the change of the frequency or tones to safeguard the said frequencies or tones, the transgressor may be personally held liable for the cost involved;
 - 5.1.3 Undertake that, if they leave Sector 3 and or move from the area of jurisdiction of the Forum, they must see to it that the Forum's frequencies are removed by the Forum's authorised agents, at the members own expense;
 - 5.1.4 Ensure total safety and security of the radio and prevent unauthorized use of the radio;
 - 5.1.5 Children of members may only use a radio under direct supervision of the member whose radio it is or in cases of emergency;
 - 5.1.6 Channels on the Sector 3's frequency may only be used for Sector 3 purposes and private chatter is not permitted;
 - 5.1.7 Are not permitted to use any of Sector 3's frequencies or channels, unless the radio and serial number is registered with Sector 3 and has been allocated a call sign. The allocation of call signs is the prerogative of Sector 3;
 - 5.1.8 Will only use radios capable of transmitting a radio ID Code.
 - 5.1.9 Will not use foul or offensive language or sexual innuendo;
 - 5.1.10 Any act contemplated to irritate or aggravate users on any channel, such as intentionally keying them out, mocking them anonymously or transmitting noise or irritable sounds, will be regarded as serious misconduct and conduct unbecoming. Any user that makes himself / herself guilty of this, will not be regarded as a fit and proper person to own and operate a radio on Sector 3's frequency and such frequency will be removed from any radios owned by such user and would be regarded as misconduct;

- 5.1.11 No form of unauthorised advertising of any product or service not related to Sector 3, may be broadcasted on the radio. Authorisation must be requested through the Secretary to be considered by the Forum's Exco; and
- 5.1.12 Use of the radio will, at all times, be in accordance with the rules of radio usage, as published by the ICASA and the Telecommunications Act and Regulations, as amended from time to time.

6. CLASSIFICATION OF MISCONDUCT

6.1. GRAVE MISCONDUCT

- 6.1.1. Any misconduct by Members or persons referred to in paragraph 1.1 aimed at damaging the integrity of the Forum and / or Sector 3 and / or sowing division within the ranks of its members and / or destroying its property, will be considered as grave misconduct.
- 6.1.2. A grave misconduct will be committed by Members or persons referred to in paragraph 1.1 who, *inter alia*:
 - 6.1.2.1. Act in a way that exposes other persons referred to in paragraph 1.1 to serious physical harm or death;
 - 6.1.2.2. Act with intention to damage the integrity of Sector 3 or the Forum or its property, including the posting of defamatory remarks against any member of the Forum or Sector 3, in general, on social and electronic media;
 - 6.1.2.3. Sabotage the activities of Sector 3 or the Forum;
 - 6.1.2.4. Create divisions within Sector 3's ranks;
 - 6.1.2.5. Do any other act or omit to perform an act intended to undermine its effectiveness as a Sector;
 - 6.1.2.6. Act on behalf of other organisation(s) or group(s) hostile to the Forum's policy and principles;
 - 6.1.2.7. Act on behalf of any group or person who wishes to damage or destroy Sector 3 and / or the Forum or prevent it from fulfilling its set aims and objectives;
 - 6.1.2.8. Do not follow the task descriptions as determined from time to time; and
 - 6.1.2.9. Are found guilty of a serious offence, as defined.

6.2. SERIOUS MISCONDUCT

- 6.2.1. Any violation of the principles of Sector 3 and / or the Forum and standards of behaviour expected of Members or persons referred to in paragraph 1.1, which seriously threatens the safety, property or good name of Sector 3 or the Forum, or which substantially impedes its good functioning, or which creates or is calculated to create demoralisation amongst members, will be considered a serious misconduct. Such misconduct will include:
 - 6.2.1.1. Deliberately destroying the property of Sector 3 or the Forum or recklessly exposing it to danger;
 - 6.2.1.2. Interfering with/ playing on/ keying with intent to disrupt the radio communication;
 - 6.2.1.3. Divulging radio frequencies;
 - 6.2.1.4. Behaving dishonestly in relation to the property of Sector 3 or the Forum;

- 6.2.1.5. Carelessly passing on of information that might harm the working of Sector 3 or the Forum;
- 6.2.1.6. Abusing one's position within Sector 3 or the Forum to obtain material or other undue advantage from members or persons referred to in paragraph 1.1;
- 6.2.1.7. Fighting or behaving in grossly disorderly and unruly ways;
- 6.2.1.8. Being intoxicated from alcohol or any other substance that will knowingly impair their judgement and actions while performing duties as a member of Sector 3 or the Forum; and
- 6.2.1.9. Speaking and / or communicating with the media without proper authority.