

## Oath of Office

### 104.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure that the Oath of Office, when appropriate, is administered to department members in a professional, meaningful and dignified manner, in recognition of the significance of the Oath of Office.

### 104.2 POLICY

It is the policy of the Citrus Heights Police Department that, when appropriate, department members affirm the oath of their office as an expression of commitment to the constitutional rights of those served by the Department and the dedication of its members to their duties.

### 104.3 OATH OF OFFICE

All department members, when appropriate, shall take and subscribe to the oaths or affirmations applicable to their positions.

#### 104.3.1 OATH OF OFFICE - SWORN PERSONNEL

All sworn members shall be required to affirm the oath of office expressing commitment and intent to respect constitutional rights in discharging the duties of a law enforcement officer (Cal. Const. Art. 20, § 3; Government Code § 3102). Other positions may take this Oath as well, at the discretion of the Chief of Police. The oath shall be as follows:

#### 104.3.2 OATH OF HONOR - PROFESSIONAL STAFF

All professional staff members may be required to affirm the oath of office expressing commitment and intent to respect the commitment and professionalism in discharging the duties of a member of the CHPD. Other positions may take this Oath as well, at the discretion of the Chief of Police. The oath shall be as follows:

### 104.4 ADMINISTERING THE OATH OF OFFICE

The Oath of Office may be administered by the City Clerk, or the Chief of Police as legally designated by the City Clerk. Every effort should be made to administer both the Oath of Office, and the Oath of Honor, in a dignified, meaningful and professional manner upon new employees, as well as those promoting in to a new position. The Oath of Office and the Oath of Honor, should be a memorable occasion for those taking these important Oaths, as a testimony of their commitment to the Department, the community, the profession and the position they hold.

### 104.5 MAINTENANCE OF RECORDS

The oath of office shall be filed as prescribed by law (Government Code § 3105).