

	GAITHERSBURG POLICE DEPARTMENT Violation Matrix Appendix APPENDS GENERAL ORDER 208.2		EFFECTIVE 04/14/2015	
	Authorized by: Mark P. Sroka CHIEF OF POLICE	SIGNATURE		

The listing of violations in this matrix is not intended to be all-inclusive; refer to individual general orders for specific violations. A violation other than those listed in the matrix shall be considered to be of the same category as the most similar listed violation.

DESCRIPTION OF VIOLATION	CATEGORY A	CATEGORY B	CATEGORY C	CATEGORY D	CATEGORY E
Abuse of position					X
Acts of unlawful discrimination / harassment / retaliation					X
Carrying an unapproved firearm on or off duty			X		
Damages resulting from a failure to adhere to the maintenance schedule for an assigned vehicle		X			
Departmental collision through reckless operation			X		
Discharging a firearm in violation of policy				X	
Discourtesy	X				
Discrediting a subordinate through unreasonable / unjust / arbitrary conduct / language		X			
Failure of supervisor to take appropriate supervisory action			X		
Failure to adhere to the maintenance schedule for an assigned vehicle	X				
Failure to forward complaint information in conformance with policy		X			
Failure to furnish name, ID number and name of supervisor to properly entitled person		X			
Failure to maintain appearance/uniform in conformance with Department policy	X				
Failure to obey a lawful order				X	
Failure to obey chain of command	X				

DESCRIPTION OF VIOLATION	CATEGORY A	CATEGORY B	CATEGORY C	CATEGORY D	CATEGORY E
Failure to obey traffic laws while operating an assigned vehicle	X				
Failure to process evidence / property in accordance with established procedure			X		
Failure to properly search a prisoner incident to arrest			X		
Failure to properly secure weapon		X			
Failure to remain awake and alert during tour of duty		X			
Failure to report for duty when required or to make notification of inability to report for duty	X				
Failure to report loss / damage to assigned equipment		X			
Failure to submit required reports	X				
Failure to submit to required interview, chemical test, etc, concerning internal investigation					X
False report of information					X
False verbal responses or statements or false written statements or documentation					X
Feigning illness or injury			X		
Immoral conduct				X	
Improper dissemination of Department business			X		
Improper handling, displaying or surrendering of a firearm or loss of a firearm due to employee negligence, carelessness or misuse				X	
Improper processing, converting to own use, or misappropriation of City property					X
Improper use of force			X		
Inaccurate report			X		
Incompetence					X
Injury or death resulting from discharging a firearm in violation of policy					X
Injury resulting from failure to properly secure weapon				X	

DESCRIPTION OF VIOLATION	CATEGORY A	CATEGORY B	CATEGORY C	CATEGORY D	CATEGORY E
Interfering with lawful arrest or prosecution			X		
Loss or damage to Department property, in excess of \$750.00 replacement value, through employee negligence, carelessness or misuse		X			
Malicious assault					X
Neglect of duty			X		
Nonconformance to laws					X
Placing false criminal charges					X
Preventable departmental collisions resulting in loss or property damage of \$1000 or less	X				
Preventable departmental collisions resulting in loss or property damage in excess of \$1000		X			
Racial Epithets					X
Reporting for duty / on duty with alcohol or other intoxicants (whether prescription, non-prescription or CDS) in blood			X		
Sexual behavior while on duty					X
Tampering / manufacturing / withholding evidence					X
Tardiness	X				
Unauthorized absence during tour of duty		X			
Unauthorized / careless use / handling / display of weapon		X			
Unauthorized consumption of intoxicating substance / beverage while in uniform and/or on duty				X	
Unauthorized Use of METERS, LINX, MVA, NCIC or any other law enforcement sensitive database				X	
Unnecessary / excessive force / brutality				X	
Use of illicit drugs					X
Use of official position to avoid consequences of an incarcerable offense					X
Use of unapproved ammunition			X		

DESCRIPTION OF VIOLATION**CATEGORY A**
CATEGORY B
CATEGORY C
CATEGORY D
CATEGORY E

Unbecoming conduct			X		
Violation of laws that could result in incarceration					X
Violation of limitations on secondary employment		X			