

Work By and With Offenders

935.1 PURPOSE AND SCOPE

This policy defines limits on work or business relationships between Departmental employees and offenders or their families.

935.2 APPLICABILITY

This policy applies to all Departmental employees.

935.3 POLICY

DEFINITIONS: "Offender" refers to any person on probation, whether formal or informal, or to any person under investigation pending a probation hearing or other court proceeding.

Offenders may be ordered to, or may volunteer to perform, certain work functions as part of their rehabilitative programs. No Departmental employee shall receive personal benefit from such work functions. Neither adult nor juvenile offenders may perform any personal service for any employee of the Probation Department, or their families, or engage in any activity which would primarily serve to benefit the employee.

It is the responsibility of all employees to ensure that offenders do not engage in any type of work that benefits an individual employee.

No employee shall initiate any work or business with an offender, or the family of an offender for their mutual or individual benefit.

Any employee having questions about the propriety of any work or business relationship shall consult with his or her immediate supervisor.