



## GRATUITIES

**WRITTEN DIRECTIVE: 3.9**  
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#### **I. Purpose**

The purpose of this Written Directive is to provide guidance to University of Maryland Baltimore Police Force (UMBPF) employees regarding the acceptance of gratuities.

#### **II. Policy**

It is the policy of the UMBPF to prohibit employees from soliciting or accepting gratuities while in the performance of their official duties except as described in this Written Directive.

#### **III. Prohibitions**

##### **A. Rewards and Gifts**

1. Members of the UMBPF shall not solicit or accept from any person, business, or organization any reward, gift or gratuity (including money, tangible or intangible personal property, food and beverage, loan, promise, service, or entertainment) for the benefit of the member, if it may be reasonably inferred that:

- a. The gratuity is being given to the member for official acts that they performed.
- b. The gratuity seeks to influence action of an official nature.
- c. The gratuity seeks to affect the performance or non-performance of an official duty.
- d. The person, business, organization has an interest which may be substantially affected directly or indirectly by the performance or non-performance of an official duty.

2. Notwithstanding any of the prohibitions indicated earlier in this Written Directive, members may accept awards for outstanding duties performed as a result of official acts or other reasons if the award is open to sworn and/or civilian members of this or any other law enforcement agency as approved by the Director of Public Safety. The award must be:

- a. Offered by a recognized organization or business
- b. Offered by a person selecting an officer or civilian for a special honor (may include a monetary award).

##### **B. Reporting Gratuities**

A member shall immediately report any offer or attempt to offer any money, gift, or other gratuity made in an effort to influence their official conduct.

##### **C. Soliciting Gratuities**

Members of the UMBPF shall not solicit or receive any subscription or contribution for any purpose whatsoever except in conformance with Agency policy.

Antonio Williams  
Director of Public Safety