



Jeffrey R. Gahler,  
Sheriff

# HARFORD COUNTY SHERIFF'S OFFICE PERSONNEL POLICY

## Core Values

|                                              |                                         |                    |            |                              |                 |
|----------------------------------------------|-----------------------------------------|--------------------|------------|------------------------------|-----------------|
| <b>Distribution:</b>                         | <b>All Employees</b>                    |                    |            | <b>Policy Number:</b>        | <b>PER 0103</b> |
| <b>Responsible Unit:</b>                     | <b>Administrative Services Division</b> |                    |            | <b>Rescinds:</b>             |                 |
| <b>Original Issued Date:</b>                 | <b>07/01/22</b>                         | <b>Revision #:</b> | <b>N/A</b> | <b>Latest Revision Date:</b> | <b>N/A</b>      |
| <b>Required 3-Year Review was Completed:</b> |                                         | <b>07/01/26</b>    |            | <b>Next Review Due:</b>      | <b>07/31/29</b> |

### 1. Purpose

To describe the core values of the Harford County Sheriff's Office (HCSO) and outline the employees' responsibility to uphold them.

### 2. Policy

HCSO will develop and preserve the public's confidence and trust in the HCSO disciplinary process.

### 3. Procedures

A. Core Values - The following core values will guide the conduct of all employees:

1. COURAGE - employees will:

- Have the steadfastness and purpose of mind to meet the demands of our profession and the mission when it is hazardous, demanding, or otherwise difficult;
- Make decisions in the best interest of the HCSO and our community, without regard to personal consequences;
- Meet these challenges while adhering to a higher standard of personal conduct and decency; and
- Have the moral and mental strength to do what is right, even in the face of personal or professional adversity.

2. HONOR - employees will:

- Treat every person with respect and dignity, and in an unbiased manner;
- Remain in control and respond appropriately when dealing with a citizen or an HCSO employee; and
- Protect the constitutional rights of all persons through impartial enforcement of the law.

3. INTEGRITY - employees will:

- Uphold the public trust by being honest;

- b. Maintain the highest ethical standards and a moral character;
- c. Strive to improve the service we provide, the quality of life in the communities we serve and the relationships we have with the community;
- d. Maintain the highest degree of professionalism by obeying the Code of Conduct as delineated in PER 0101; and
- e. Obey HCSO rules, regulations, and procedures.

B. Employees' Responsibility for Supporting Values

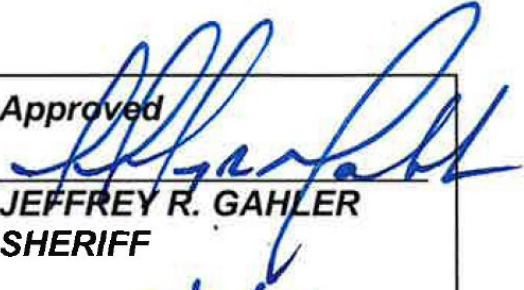
- 1. Employees are responsible for their own actions and may not transfer to others the responsibility for executing or failing to execute any lawful order or police duty.
- 2. Employees are responsible for complying with all current HCSO directives, either verbal or written, which may be issued by competent authority; ignorance of the directives, procedures, and orders of the HCSO following proper notification is not justification for any violation.
- 3. Employees will preserve and advance the principles of democracy and freedom in a multi-cultural society by:
  - a. Protecting life and property; and
  - b. Bringing traffic and criminal offenders to justice.
- 4. Employees will remain responsive to the community by:
  - a. Maintaining the public peace;
  - b. Reducing the public's fear of crime;
  - c. Remaining sensitive and responsive to concerns and problems;
  - d. Actively seeking input from the public; and
  - e. Remaining courteous, even in the face of provocation.

C. Commanders' Responsibility for Supporting Values

- 1. Commanders have the ultimate responsibility to ensure the integrity and reputation of the HCSO through the fair and equitable investigation of internal matters and application of disciplinary procedures.
- 2. Commanders must be sensitive to the concerns of both the complainant and the employee throughout every internal investigation.
- 3. Commanders will conduct all administrative investigations in compliance with policy [PER 0213](#) Harford County Sheriff's Office Accountability Process (HCSOAP), or if applicable, the Correctional Officers' Bill of Rights (COBR) and HCSO policy.

#### 4. Summary of Changes

- A. On July 1, 2026, the Agency 3-year policy review was completed and the new statement in Section 3.A.3.d. replaced Section 3.B. in its entirety. The prior information in that section was determined unnecessary and redundant as it is already delineated in policy PER 0101 – Code of Conduct.

Approved   
JEFFREY R. GAHLER  
SHERIFF  
DATE 7/3/26