

RENO POLICE DEPARTMENT GENERAL ORDER

This directive is for internal use only and does not enlarge this department's, governmental entity's and/or any of this department's employees' civil or criminal liability in any way. It is not to be construed as the creation of a particular standard of safety or care in an evidentiary sense, with respect to any complaint, demand for settlement, or any other form of grievance or litigation. Violations of this directive, if substantiated, can only form the basis for intra-departmental administrative sanctions.

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| Chief of Police: Jason Soto /s/ | | |
| Approving Deputy Chief: Tom Robinson /s/ | | |
| General Order No:E-700-19 | Issued: July 2 nd , 2019 | Revised: N/A |
| General Order Title: SOCIAL MEDIA | | |

I. POLICY

The Reno Police Department values the trust and confidence of the community and as such department members must give thoughtful consideration to their actions to avoid damaging the reputation and trust the department has with the community.

Nothing in this policy is intended to prohibit or infringe upon any communication, speech or expression that is protected or privileged under law. This includes speech and expression protected under state or federal constitutions as well as labor and other applicable laws. Employees are encouraged to consult their rights under the National Labor Relations Act.

II. APPLICABILITY

This general order applies to all Reno Police Department employees, volunteers and interns whether members of sworn or professional staff, whenever identifying themselves as a member of this department, on a form of social media wherein the post is accessible to the public.

III. DEFINITIONS

Post – Content an individual shares on a social media platform or the act of publishing content on a site.

Profile – Personal information that a user provides on a social media site.

Public Concern – Topics that relate to a matter of political, social, or other concern to the community. It does not include topics that relate to employment/personnel matters, provided, however, that this limitation is not intended to curtail concerted labor activity.

Social Media – A category of electronic resources that integrate user-generated content and user participation. Examples may include but are not limited to; Facebook, Twitter, Instagram, YouTube, Snapchat, LinkedIn etc.

Social Media Team – assigned personnel charged with operating the Reno Police

Department's Social Media accounts.

Speech – Expression or communication of thoughts or opinions in spoken words, in writing, by expressive conduct, symbolism, or images.

IV. PROCEDURES

A. RESTRICTIONS

1. Adherence to the Code of Conduct and Values and Ethics General Order apply to employees who make comments on social media and who identify themselves as Reno Police Department employees.
2. Public employees have qualified First Amendment rights. As public employees, speech, on or off duty, made pursuant to official duties is not protected speech under the First Amendment and may form the basis for discipline.
3. Employees are free to express themselves as private citizens in matters of public concern to the degree that their speech does not:
 - a. Impair working relationships in the department, or
 - b. Impede operations or investigations of the department, or
 - c. Undermine the department's relationship with the community.
4. Employees will not post, transmit, or otherwise disseminate any information, documents, photos or videos, to which members have access as a result of employment, without written permission from the Chief, or designee.
5. Employees are prohibited from identifying other employees of the department or members of department units from other agencies as members of the Reno Police Department on social media without their permission.
6. The Department will not actively monitor social media to seek violations of this or any other departmental policy.

B. DEPARTMENTAL SANCTIONED PRESENCE

1. All department social media accounts shall be approved by the Chief, or his/her designee. All department social media accounts shall be regularly monitored by the department's Social Media Team.
2. Social media content will be consistent with department strategic goals and adhere to applicable laws, regulations, and policies, to include records management.

C. SOCIAL MEDIA TEAM

1. Department members representing the department via social media outlets will:
 - a. Conduct themselves at all times as representatives of the City of Reno, and Reno Police Department in accordance with general orders.
 - b. Make no statements about any suspect or arrestee, or comments concerning pending prosecutions or otherwise disseminate personal or confidential information, including but not limited to photographs or videos, related to department training, activities, or work-related assignments without express written permission.
 - c. Monitor public comments and respond to those that may spread misinformation.
 - d. Conduct no political activities or private business.
 - e. Keep content current and up to date.