



Kern County Sheriff's Office **Policies and Procedures**

TITLE: Use of Badge, Patch and Insignia			NO: K-0850
APPROVED: Donny Youngblood, Sheriff-Coroner			
EFFECTIVE: July 15, 2013	REVIEWED: 2/16/2018	REVISED: 7/15/2013	UPDATED: 2/16/2018

PURPOSE

Law enforcement officers are necessarily granted specified powers under the law. These powers include, but are not limited to, the power to make detentions and arrests under certain circumstances, the power to enforce certain court orders and the authority to conduct traffic stops, among others. In order to minimize conflict and gain voluntary compliance, the Sheriff's Office utilizes traditional symbols of law enforcement authority when dealing with the public. It is important these symbols are readily recognized as official Sheriff's Office insignia, and the symbols are possessed and used only by authorized persons. In order to generate voluntary compliance and minimize conflict, members of the public must be assured that any person who displays a symbol of the Sheriff's Office is authorized to do so.

Kern County Ordinance 2.76.060 makes it unlawful for any person who is not a deputy or employee of the Kern County Sheriff's Office to wear any uniform or insignia which is substantially similar to any official uniform or insignia of the Sheriff's Office.

POLICY

The Kern County Sheriff's Office badges, uniform patches and insignias, as well as the likeness of these items and the name of the Kern County Sheriff's Office are the property of the Kern County Sheriff's Office and their use shall be restricted as set forth in this policy.

As used in this policy, the term "official symbol" means all logos, stars, emblems, badges, patches, insignias, or symbols that were created by, or at the request of the Sheriff's Office for official law enforcement use. It shall specifically include any official Sheriff's Office badge, patch, or insignia as described in Sheriff's Office DPPM K-301 to include the Sheriff's Office metal and embroidered badge, the Detentions metal and embroidered badge and the Civilian metal and embroidered badge, uniform patches, uniform Cap Pieces and likenesses thereof.

DIRECTIVE A-PROHIBITED USES

Use of Kern County Sheriff's Office official symbols by members of the Sheriff's Office or others is prohibited unless authorized by policy or statute. Other than for official law enforcement purposes, the use of any Sheriff's Office official symbol on any written or printed material, posters, advertisements, merchandise, films, movie or television programs, photographs, clothing, internet web sites, video presentations or any other display or communication medium is strictly prohibited unless authorized pursuant to this policy.

Sheriff's Office official symbols may not be used in any unofficial capacity and/or where it may erroneously portray an official sponsorship or association with the Sheriff's Office and the user of the symbol.

PROCEDURE A- OBTAINING AUTHORIZATION, OTHER THAN OFFICIAL USE

Any outside entity, vendor, individual, agency or organizations wishing to use any Sheriff's Office official symbol, must obtain authorization from the Sheriff-Coroner prior to doing so. Similarly, members of the Sheriff's Office or members of units the Sheriff's Office participates in who wish to use any official symbol for a non-official purpose must first obtain the Sheriff-Coroner's authorization (such as for Sheriff's Office related shirts, jackets, hats, etc.).

Members of the Sheriff's Office desiring such authorization will:

Submit a memorandum to the Sheriff-Coroner, via the chain of command. The memorandum will minimally include a complete description of the proposed use of the symbol, the specific symbol to be used and any other relevant details.

Members of the chain of command who receive such a request will review the request for completeness, compliance with law and policy and ensure the requested use of the symbol does not compromise the reputation, status or prestige of the Sheriff's Office before forwarding the request through the chain.

The Sheriff's Confidential Administrative Assistant will inform the Personnel Division Commander of the Sheriff-Coroner's decision. The Personnel Division Commander will notify the requestor, in writing, of the Sheriff's decision without unreasonable delay. A copy of the written notification, along with the requestor's memorandum, will be placed in the requestor's personnel file.

PROCEDURE B – OFFICIAL USE

Members of the Sheriff's Office who wish to use a Sheriff's Office official symbol for on-duty, official County business such as during the Sheriff's Office sponsored or related events, training, speaking engagements, presentations or any other event that includes the distribution of publications handouts etc. that include the depiction of an official symbol are authorized to do so in the normal course of their duties.

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