

## Oath of Office

### 102.1 PURPOSE AND SCOPE

The purpose of this policy is to ensure that oaths, when appropriate, are administered to department members.

### 102.2 POLICY

It is the policy of the Pittsfield Police Department that, when appropriate, department members affirm the oath of their office as an expression of commitment to the constitutional rights of those served by the Department and the dedication of its members to their duties.

### 102.3 OATH OF OFFICE

All department members, when appropriate, shall take and subscribe to the oaths or affirmations applicable to their positions as required by the Massachusetts Constitution or commonwealth law (G.L.c. 37, § 2; G.L. c. 37, § 3). The form of the oath should be as follows:

"I, name of officer, do solemnly swear that I will faithfully and impartially discharge and perform all of the duties incumbent upon me as a Rank/Title in the Pittsfield Police Department, according to the best of my ability and understanding, and agreeably to the rules and regulations of the Constitution, and Laws of the Commonwealth of Massachusetts, and the Ordinances of the City of Pittsfield, and that I will support the Constitution of the United States, so help me God."

If a member is opposed to taking an oath, he/she shall be permitted to substitute the word "affirm" for the word "swear," and the words "so help me God" may be omitted.

#### 102.3.1 PROCEDURES

The Chief of Police or the authorized designee is responsible for establishing a process for completing and documenting the administration of the oath to new hires.

### 102.4 MAINTENANCE OF RECORDS

The oath of office shall be filed in accordance with the established records retention schedule.