

PUBLIC SPEAKING ENGAGEMENTS	Document Number	GO 704
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1. PURPOSE

The purpose of this policy is to establish the guidelines governing the participation of any member assigned to appear at any public speaking engagement as a part of their official duties and responsibilities.

2. PERSONS AFFECTED

All department personnel.

3. POLICY

It shall be the policy of the Hawai‘i Police Department that its members participate in public speaking engagements upon assignment and as part of their regular duties.

4. RESPONSIBILITIES

4.1. Community Relations Officer – The Community Relations Officer shall be responsible for the coordination of public speaking engagements.

5. PROCEDURES

5.1. Permission Mandatory – Members shall secure the permission of the Major of their respective division before accepting and filling speaking engagements as official representatives of the police department.

5.2. Dress Attire – Members engaging in public speaking engagements shall adhere to General Order 800, Uniform Regulation and Approved Attire.

5.3. Restrictions

5.3.1. Members shall treat as confidential the official business of the department.

5.3.2. Members shall not impart, discuss or communicate any information which by its revelation would jeopardize a police objective.

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5.3.3. Members shall not make statements or discuss, publicly or for publication, matters related to police personnel, procedures or policies without the authority and approval of the Major of their respective division.

5.4. REQUEST FOR SPEAKING ENGAGEMENTS

All requests for the appearance of members as speakers at public meetings or other assemblies of groups shall be referred to the Community Relations Officer. Upon receiving a request for a speaker, the Community Relations Officer shall prepare the Request for Speaker Form (HPD/ADMIN-006) and submit same to the Major of the appropriate division, via proper channels. Upon approval of the request, the Community Relations Officer shall coordinate the arrangements for the request.