



Visits, Meetings with Persons and Suspended Officers or Staff Procedure

Policy

Former Officer Misconduct Policy

Procedure

1. Introduction

1.1 This procedure applies to police officers and is intended to reinforce the requirement that the actions of police officers should not bring into question their impartiality.

2. Statement

2.1 This procedure is derived from the Standards of Professional Behaviour – [Police \(Conduct\) Regulations 2020](#) and the Restrictions on the Private Life of officers contained within Police Regulations 2003. The intention is to reinforce the requirement that the actions of police officers should not bring into question their impartiality.

2.2 While the above referenced statutory instruments do not apply to members of police staff, Surrey Police strongly recommend and expect police staff to follow this procedure and seek authority in situations described, so as not to bring into question their impartiality. The Code of Ethics does apply to police staff, contractors and volunteers acting in a policing role.

2.3 Police officers, except in the course of normal duty or a bona fide meeting with relatives or friends, will not interview or meet a person who is known to be on bail or awaiting the hearing of a summons. The only exception is where the authority of an officer of the rank of Inspector or above has been obtained, and then the meeting must take place at a police station. Such meetings should always be documented and take place in the presence of another officer.

3. Police or PCC Office

3.1 When any police officer, police staff member, or a member of the Office of the Police and Crime Commissioner in Surrey (OPCCS) is suspended, on bail, in custody or awaiting the hearing of a summons in court, visits may take place subject to restrictions.

3.2 Any member of staff makes a visit must coordinate that visit with the designated Surrey Police Wellbeing Officer. Visits may include certain restrictions, and, in that case, compliance is compulsory. Police Federation, Unison, and Wellbeing Officer visits do not require prior approval or notification.

3.3 Where the person concerned is a family member then prior approval is not required, but notification of the relationship to the Departmental Head, or Deputy Chief Constable, as indicated above, must occur.

3.4 It is acknowledged that there may be circumstances where a member of Surrey Police will meet unexpectedly with someone who is suspended, on bail or awaiting the hearing of a summons in court. In such circumstances a report outlining the circumstances leading to the meeting must be made at the earliest opportunity to your Departmental Head. If the person met is a Head of Department, member of COG, PCC or Deputy PCC then the report must be made to the Deputy Chief Constable.

Note 1: For the purposes of this instruction, a designated Wellbeing Officer is a senior well-being of the member of staff concerned.

Note 2: If required, further guidance on any of the above is available from the Professional Standards Department.