

Disciplinary Matrix

CONDUCT-GENERAL (1-0)						
	CATEGORY					
	A	B	C	D	E	F
(1-1) Violations concerning general misconduct	X	X	X	X		
(1-2) Violations relating to inappropriate comments and gestures	X					
(1-3) Violations relating to rude or discourteous conduct, coarse, profane or insolent language (direct words towards persons)		X				
(1-4) Violations relating to rude or discourteous conduct, coarse, profane or insolent language (not directed towards any person)	X					
(1-5) Violations relating to rude or inappropriate comments, gestures, discourtesies or conduct relating to a person's race, religion, ethnicity, national origin, disability, or gender				X	X	X
(1-6) Violations relating to harassment of non-department member citizens		X				
(1-7) Violations relating to conduct of a sexual nature while on duty					X	X
MISREPRESENTING FACTS (2-0)						
(2-1) All intentional misrepresentation of facts and any manner of false reports or statements						X
DOMESTIC VIOLENCE (3-0)						
(3-1) Violations concerning domestic related misconduct (not assault related)	X	X	X			
(3-2) Violations concerning domestic violence / assault ₁					X	X
(3-3) Violations concerning domestic violence / battery and other violation ₂ (commission of an assault)					X	X
CONTROLLED/ DANGEROUS SUBSTANCE AND ALCOHOL and TOBACCO (4-0)						
(4-1) Violations concerning illegal drug use						X
(4-2) Violations concerning non-illegal drug abuse					X	X
(4-3) Violations relating to intoxication on duty					X	
(4-4) Violations relating to drinking on duty			X	X		
(4-5) Violations relating to reporting to work impaired		X				
(4-6) Violations relating to the Departmental tobacco use policy	X	X				
(4-7) Violation of the City of Charlottesville no smoking contract			X			
(4-8) Violations relating to failure to report for urinalysis						X
1- <i>F</i> is the preferred option. <i>E</i> may be used if there is substantial mitigation. 2- Domestic Violence is a crime and members are subject to charges of violation of criminal statutes						

CRIMINAL CONDUCT (5-0)						
	CATEGORY					
	A	B	C	D	E	F
(5-1) Violations relating to criminal conduct			X	X	X	X
HARASSMENT AND DISCRIMINATION (6-0)						
(6-1) Violations relating to racial harassment / discrimination					X	X
(6-2) Violations relating to religious, ethnic harassment / discrimination					X	X
(6-3) Violations relating to sexual orientation harassment / discrimination					X	X
(6-4) Violations relating to pregnancy harassment / discrimination					X	X
(6-5) Violations relating to gender harassment / discrimination					X	X
(6-6) Violations relating to disability harassment / discrimination					X	X
(6-7) Violations relating to age harassment / discrimination					X	X
(6-8) Violations relating to other harassment / discrimination					X	X
(6-9) Retaliation against person(s) alleging harassment / discrimination					X	X
(6-10) Failure to cooperate with harassment / discrimination investigation					X	X
(6-11) Failure to cooperate with EEOC investigations					X	X
(6-12) Failure to report acts of discrimination / harassment					X	X
EXCESSIVE FORCE AND BRUTALITY (7-0)						
(7-1) Force which is outside of policy, but not brutal or excessive	X	X	X	X		
(7-2) Excessive force – force that is excessive in scope duration or severity in light of the circumstances					X	X
(7-3) Failure to report use of force incident as described in policy		X	X			
(7-4) Failure to report incidents of the brutal use of force					X	X

NEGLECT OF DUTY (8-0)						
	A	B	CATEGORY			
			C	D	E	F
(8-1) Violations concerning general neglects of duty	X	X	X	X		
(8-2) Violations concerning inadequate performance of duty	X	X				
(8-3) Violations concerning failure to perform duty	X	X	X			
(8-4) Violations concerning failure to submit appropriate reports or information as required	X	X				
(8-5) Violations concerning failure to report knowledge of matters of misconduct which would not constitute a category "A" violation		X	X	X	X	
UNIFORMS AND EQUIPMENT (9-0)						
(9-1) Violations concerning loss or damage of equipment not including service weapons, radios, badges, automobiles or ID	X	X				
(9-2) Violations concerning loss or damage of service weapons, radio, badges, automobiles or ID		X				
(9-3) Violations concerning the loss or damage of service weapons			X			
(9-4) Violations concerning allowing unauthorized persons to use Department equipment		X	X			
(9-5) Violations concerning improper attire / appearance	X					
FIREARMS (10-0)						
(10-1) Violations concerning negligent handling of a weapon resulting in discharge causing injury					X	
(10-2) Violations concerning negligent handling of a weapon resulting in the discharge not causing injury		X	X			
(10-3) Violations relating to the negligent handling of a weapon not resulting in discharge		X				
(10-4) Violations concerning carrying unauthorized weapon on duty		X				
(10-5) Violations concerning unauthorized ammunition on duty		X				
(10-6) Violations concerning failure to secure weapon		X	X			
(10-7) Violations concerning failure to report discharge of weapon			X	X	X	
(10-8) Violations concerning failure to maintain weapons as operational		X				

PRISONER RELATED VIOLATIONS (11-0)						
	CATEGORY					
	A	B	C	D	E	F
(11-1) Inappropriate behavior during prisoner searches		X				
(11-2) Violations relating to improper searches (functionally inadequate).		X				
(11-3) Violations relating to improper transportation of prisoner	X					
(11-4) Violations relating to inappropriate handling of prisoner property		X				
(11-5) Violations relating to improper restraint of prisoners	X					
(11-6) Violations relating to inadequate guarding of prisoner violations		X				
(11-7) Violations related to medical / mental treatment violations (Failure to provide for the medical / mental treatment of prisoners)	X	X				
EVIDENCE AND PROPERTY (12-0)						
(12-1) Violations related to the initial recovery of evidence at a scene	X					
(12-2) Violations related to the receipt of evidence	X					
(12-3) Violations related to the processing / testing of evidence	X					
(12-4) Violations related to improper destruction, storage or release of evidence	X	X				
(12-5) Violations related to the initial recovery of found property	X					
(12-6) Violations relating to the receipt of found property	X					
(12-7) Violations related to the storage / release of found property	X	X				
(12-8) Violations related to intentionally tampering with evidence						X
MISCELLANEOUS (13-0)						
(13-1) Violations relating to criminal history dissemination				X	X	
(13-2) Violations relating to DMV history dissemination				X	X	
(13-3) Violations relating to improper dissemination of confidential departmental information			X	X	X	X

MISCELLANEOUS VIOLATIONS (Continued) (13-0)						
	CATEGORY					
	A	B	C	D	E	F
(13-4) Violations related to being off post or leaving assignment without permission	X					
(13-5) All other miscellaneous violations	X					
(13-6) Violations relating to failure to obey direct order (oral or written)		X				
(13-7) Violations relating to insubordination		X				
(13-8) Violations relating to obstructing or hindering a criminal investigation					X	
(13-9) Violations relating to obstructing or hindering administrative investigation					X	
(13-10) Violations relating to failure to appear in court* <i>*First offense "A", Second offense within 12 mos "B" Subsequent offense follow normal matrix progression</i>	X*					
(13-11) Violations relating to absence without permission or leave		X	X			
(13-12) Violations relating to lateness for duty	X					
(13-13) Violations relating to sleeping on duty	X	X				
SECONDARY EMPLOYMENT VIOLATIONS (14-0)						
(14-1) Violations relating to no approved off duty employment form on file	X					
(14-2) Violations relating to expired secondary employment form	X					
(14-3) Violations relating to restriction violations (hours/week)	X					
(14-4) Violations relating to working on Sick Leave or Worker's Comp		X	X			
(14-5) Violations relating to using unauthorized departmental equipment while working secondary employment		X				

DEPARTMENT VEHICLE VIOLATIONS						
(Continued)						
(15-0)						
	CATEGORY					
	A	B	C	D	E	F
(15-1) Allegations relating to parking offenses	X					
(15-2) Violations relating to seat belt offenses	X					
(15-3) Reckless use of or handling of Departmental Vehicles.		X	X	X		
(15-4) Allegations relating to preventable fleet accidents	X	X				
(15-5) Violations relating to reckless handling of any vehicle while on department time.		X	X	X		