



TRAPPE POLICE DEPARTMENT

Title: Military Courtesy	Directive #: 2.3
Issued: 10.1.2016	Revised: 10.1.2016
Approved by: George N. Ball, Jr. Chief of Police	

A. Policy

Officers will extend appropriate military courtesy to supervisors, co-workers and subordinates.

B. Procedures

1. Courtesy

- a. The Trappe Police Department is a semi military organization. In keeping with basic military courtesies, the use of the word "sir" or "ma'am" or a rank description in general conversation is expected.
- b. Hand Salute
 - (1) Police employees of this Department, when encountering police officers the rank of Lieutenant and above, wearing the uniform, the Governor, or the Lieutenant Governor, shall render the proper hand salute.
 - (2) When inside the police station an exchange of salutes will be given upon the first encounter of the day. Further saluting throughout the day is not necessary, but may be practiced at the discretion of those involved.
 - (3) No salute or other acknowledgment will be made when encountering another member who is known to be assigned to investigative or other types of covert operations, unless such member makes an acknowledgment first.