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# DENVER FIRE DEPARTMENT DISCIPLINE MATRIX

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Violations and Discipline Level Assignments Table

## Denver Fire Department Discipline Matrix

### Definitions of Conduct Categories A- F

- A. Conduct that has a minimal negative impact on the operations or professional image of the Department.
- B. Conduct that has more than a minimal negative impact on the operations or professional image of the Department; or negatively impacts relationships with other firefighters, employees or agencies, or the public.
- C. Conduct that has a pronounced negative impact on the operations or professional image of the Department; or on relationships with other firefighters, employees, agencies, or the public.
- D. Conduct that is substantially contrary to the guiding principles of the Department or that substantially interferes with its operations or professional image; or that involves a demonstrable serious risk to firefighter, employee or public.
- E. Conduct that involves the serious abuse or misuse of authority, unethical behavior, or an act that results in an actual serious and adverse impact on the Department's mission; or on firefighter, employee or public safety; or to the professionalism of the Department.
- F. Any violation of law, rule or policy which: foreseeably results in death or serious bodily injury; or regardless of the resulting injury, constitutes a willful and wanton disregard of department guiding principles or its mission; or involves any act which demonstrates a serious lack of the integrity, ethics or character related to a firefighter's fitness to hold his or her position; or which involve serious or abusive conduct, including abuse of authority; or involves any conduct which constitutes the failure to adhere to any condition of employment required by contract or mandated by law.

Violations and Discipline Level Assignments Table

<b>Category A:</b> <b>Conduct that has a minimal negative impact on the operations or professional image of the Department.</b>			
<b>1<sup>st</sup> Violation in 3 Years Penalty Level 1</b>		<b>2<sup>nd</sup> Violation in 3 Years Penalty Level 2</b>	
<b>3<sup>rd</sup> Violation in 3 Years Penalty Level 3</b>			
<u>Examples include, but are not limited to:</u>			
RR-1	Non-exempt employees shall not perform unauthorized work outside of their established work schedule. (A-B)		
RR-2	Members shall not neglect their duties. This includes failure to file required reports. (A-C)		
RR-5	Members shall observe written departmental or agency regulations, policies or rules. (A-F)		
RR-8	Members shall not be careless in performance of duties and responsibilities... (A-F)		
RR-24	Members shall maintain satisfactory working relationships with co-workers, other City employees, and the public. (A-C)		
RR-25	Members shall follow department training protocols. (A-C)		
RR-29	Members shall report charges or conviction of crimes. This provision does not apply to zero-point traffic offenses. (A-F)		
RR-31	Members shall not engage in conduct which violates DFD's Department Directives, the City Charter, the Denver Revised Municipal Code, Executive Orders, or any other applicable legal authority. (A-F)		
RR-39	Member shall not engage in: a. conduct prejudicial to the good order and effectiveness of the department or agency or conduct that brings disrepute on or compromises the integrity of the City. (B-F) b. insubordination. (B-F)		

**Violations and Discipline Level Assignments Table Category A:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

- Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.

\* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.

\*\* The 4<sup>th</sup> or subsequent sustained violation of the same RR, within the specified time frame, may result in more severe disciplinary recommendations.

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**Denver Fire Department Discipline Matrix**

Violations and Discipline Level Assignments Table

<b>Category B:</b> <b>Conduct that has more than a minimal negative impact on the operations or professional image of the Department; or that negatively impacts relationships with other firefighters, employees, agencies or the public.</b>					
<b>1<sup>st</sup> Violation in 4 Years Penalty Level 2</b>		<b>2<sup>nd</sup> Violation in 4 Years Penalty Level 3</b>		<b>3<sup>rd</sup> Violation in 4 Years Penalty Level 4</b>	
<u>Examples include, but are not limited to:</u>					
RR-1	Non-exempt employees shall not perform unauthorized work outside of their established work schedule. (A-B)	RR-10	Members shall use City resources in compliance with all rules and policies... (B-D)		
RR-2	Members shall not neglect their duties. This includes failure to file required reports. (A-C)	RR-14	Members shall not accept a gratuity/favor for services required on the job. (B-D)		
RR-3	Members shall not report to work after the scheduled start time of the shift. (B-C)	RR-17	Members shall not lie to superiors or alter or falsify records. (Includes, but not limited to, duties, disciplinary actions, or work hours.) (B-F)		
RR-4	Members shall not be absent from work without authorization, or abuse paid sick time off, sick leave or other types of leave. (B-D)	RR-19	Members shall not: a. possess any alcoholic beverage while on duty. (B-D) b. consume any intoxicating substance while off duty to an extent that results in the commission of an act that brings discredit upon the Department. (B-D)		
RR-5	Members shall observe written departmental or agency regulations, policies or rules. (A-F)	RR-23	Members shall not possess a weapon on City property or a work location without written permission of the Fire Chief or designee. (B-D)		
RR-6	Members shall meet established standards of performance including either qualitative or quantitative standards. (B-F)	RR-24	Members shall maintain satisfactory working relationships with co-workers, other City employees, and the public. (A-C)		
RR-7	Members shall do assigned work the member is capable of doing. (B-F)	RR-25	Members shall follow department training protocols. (A-C)		
RR-8	Members shall not be careless in performance of duties and responsibilities. (A-F)	RR-26	Members shall use safety devices and observe safety regulations... (B-F)		
RR-9	Members shall comply with the lawful orders of an authorized supervisor. (B-D)	RR-29	Members shall report police contact in which the member could be considered a subject, receives criminal charges or is convicted of a crime... (B-F)		

**Violations and Discipline Level Assignments Table Category B:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

- Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.

\* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.

\*\* The 4<sup>th</sup> or subsequent sustained violation of the same RR, within the specified time frame, may result in more severe disciplinary recommendations.

The language of some of the rules in this chart has been modified or shortened in the interest of space. Please see the rule itself for complete language

**Denver Fire Department Discipline Matrix**  
Violations and Discipline Level Assignments Table

<b>Category B, continued:</b>			
<b>Conduct that has a minimal negative impact on the operations or professional image of the Department.</b>			
<b>1<sup>st</sup> Violation in 4 Years Penalty Level 2</b>	<b>2<sup>nd</sup> Violation in 4 Years Penalty Level 3</b>	<b>3<sup>rd</sup> Violation in 4 Years Penalty Level 4</b>	
<u>Examples include, but are not limited to:</u>			
RR-31	Members shall not engage in conduct which violates DFD's Department Directives, the City Charter, the Denver Revised Municipal Code, Executive Orders, or any other applicable legal authority. (A-F)		
RR-39	Member shall not engage in: a. Conduct prejudicial to the good order and effectiveness of the department or agency or conduct that brings disrepute on or compromises the integrity of the City. (B-F) b. Insubordination. (B-F)		

**Violations and Discipline Level Assignments Table Category B:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.
  - Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.
  - \* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.
  - \*\* The 4<sup>th</sup> or subsequent sustained violation of the same RR, within the specified time frame, may result in more severe disciplinary recommendations.
- The language of some of the rules in this chart has been modified or shortened in the interest of space. Please see the rule itself for complete language.

**Denver Fire Department Discipline Matrix**  
Violations and Discipline Level Assignments Table

<b>Category C:</b> <b>Conduct that has a pronounced negative impact on the operations or professional image of the Department; or on relationships with other firefighters, employees, agencies or the public.</b>					
<b>1<sup>st</sup> Violation in 5 Years Penalty Level 3</b>		<b>2<sup>nd</sup> Violation in 5 Years Penalty Level 4</b>		<b>3<sup>rd</sup> Violation in 5 Years Penalty Level 5</b>	
<u>Examples include, but are not limited to:</u>					
RR-2	Members shall not neglect their duties. This includes failure to file required reports. (A-C)	RR-12	Members shall not destroy City records/property without authorization. (C-D)		
RR-3	Members shall not report to work after the scheduled start time of the shift. (B-C)	RR-13	Members shall not use their official position or authority for personal profit or advantage, including kickbacks... (C-F)		
RR-4	Members shall not be absent from work without authorization, or abuse paid sick time off, sick leave or other types of leave. (B-D)	RR-14	Members shall not accept a gratuity/favor for services required on the job. (B-D)		
RR-5	Members shall observe written departmental or agency regulations, policies or rules. (A-F)	RR-15	Members shall not accept, solicit, or pay a bribe. (C-F)		
RR-6	Members shall meet established standards of performance including either qualitative or quantitative standards. (B-F)	RR-16	Members shall not engage in theft of property or materials of any other person while the employee is on duty or on City premises. (C-F)		
RR-7	Members shall do assigned work the member is capable of doing. (B-F)	RR-17	Members shall not lie to superiors or alter or falsify records. (Includes, but not limited to, duties, disciplinary actions, or work hours.) (B-F)		
RR-8	Members shall not be careless in performance of duties and responsibilities. (A-F)	RR-19	Members shall not: a. possess any alcoholic beverage while on duty. (B-D) b. consume any intoxicating substance while off duty to an extent that results in the commission of an act that brings discredit upon the Department. (B-D)		
RR-9	Members shall comply with the lawful orders of an authorized supervisor. (B-D)	RR-20	Members shall not knowingly be present where illegal narcotics/drugs are being used. (C-F)		
RR-10	Members shall use City resources in compliance with all rules and policies... (B-D)	RR-23	Members shall not possess a weapon on City property or a work location without written permission of the Fire Chief or designee. (B-D)		
RR-11	Members shall not engage in theft, destruction, or neglect in the use of City property or property of any agency or entity having a contract with the City. (C-F)	RR-24	Members shall maintain satisfactory working relationships with co-workers, other City employees, and the public. (A-C)		

**Violations and Discipline Level Assignments Table Category C:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

- Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.

\* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.

\*\* The 4<sup>th</sup> or subsequent sustained violation of the same RR, within the specified time frame, may result in more severe disciplinary recommendations.

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**Denver Fire Department Discipline Matrix**  
**Violations and Discipline Level Assignments Table**

**Category C, continued:**

**Conduct that has a pronounced negative impact on the operations or professional image of the Department; or on relationships with other firefighters, employees, agencies or the public.**

1 <sup>st</sup> Violation in 5 Years Penalty Level 3	2 <sup>nd</sup> Violation in 5 Years Penalty Level 4	3 <sup>rd</sup> Violation in 5 Years Penalty Level 5
<u>Examples include, but are not limited to:</u>		
RR-25	Members shall follow department training protocols. (A-C)	
RR-26	Members shall use safety devices and observe safety regulations. (B-F)	
RR-29	Members shall report police contact in which the member could be considered a subject, receives criminal charges or is convicted of a crime... (B-F)	
RR-30	Members shall take appropriate action to correct and eliminate sexual harassment from the workplace. (C-E)	
RR-31	Members shall not engage in conduct which violates DFD's Department Directives, the City Charter, the Denver Revised Municipal Code, Executive Orders, or any other applicable legal authority. (A-F)	
RR-32	Members shall not use derogatory terms toward others, as defined by DFD/City EEO policies. (C-F)	
RR-33	Members shall not be charged with or convicted of a crime on or off duty. (C-F)	
RR-34	Members shall not discriminate or harass any employee or officer of the City because of protected status. (C-F)	
RR-36	Members shall not divulge confidential or otherwise sensitive information to unauthorized individuals. (C-D)	
RR-37	Members shall not fail to appear in court. (C)	
RR-38	Members shall not fail to appear for jury duty. (C)	
RR-39	Member shall not engage in: a. conduct prejudicial to the good order and effectiveness of the department or agency or conduct that brings disrepute on or compromises the integrity of the City. (B-F) b. insubordination. (B-F)	

**Violations and Discipline Level Assignments Table Category C:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

- Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.

\* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.

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**Denver Fire Department Discipline Matrix**  
Violations and Discipline Level Assignments Table

**Category D:**

**Conduct that is substantially contrary to the guiding principles of the department or that substantially interferes with its operations or professional image; or that involves a demonstrable serious risk to firefighter, employee or public safety.**

<b>1<sup>st</sup> Violation in 7 Years Penalty Level 5</b>		<b>2<sup>nd</sup> Violation in 7 Years Penalty Level 6</b>		<b>3<sup>rd</sup> Violation in 7 Years Penalty Level 7</b>	
<u>Examples include, but are not limited to:</u>					
RR-4	Members shall not be absent from work without authorization, or abuse paid sick time off, sick leave or other types of leave. (B-D)	RR-14	Members shall not accept a gratuity/favor for services required on the job. (B-D)	RR-5	Members shall not accept, solicit, or pay a bribe. (C-F)
RR-5	Members shall observe written departmental or agency regulations, policies or rules. (A-F)	RR-15	Members shall not accept, solicit, or pay a bribe. (C-F)	RR-6	Members shall not engage in theft of property or materials of any other person while the employee is on duty or on City premises. (C-F)
RR-6	Members shall meet established standards of performance including either qualitative or quantitative standards. (B-F)	RR-16	Members shall not engage in theft of property or materials of any other person while the employee is on duty or on City premises. (C-F)	RR-7	Members shall not lie to superiors or alter or falsify records. (Includes, but not limited to, duties, disciplinary actions, or work hours.) (B-F)
RR-7	Members shall do assigned work the member is capable of doing. (B-F)	RR-17	Members shall not lie to superiors or alter or falsify records. (Includes, but not limited to, duties, disciplinary actions, or work hours.) (B-F)	RR-8	Members shall not: a. possess any alcoholic beverage while on duty. (B-D) b. consume any intoxicating substance while off duty to an extent that results in the commission of an act that brings discredit upon the Department. (B-D)
RR-8	Members shall not be careless in performance of duties and responsibilities. (A-F)	RR-19	Members shall not: a. possess any alcoholic beverage while on duty. (B-D) b. consume any intoxicating substance while off duty to an extent that results in the commission of an act that brings discredit upon the Department. (B-D)	RR-9	Members shall not knowingly be present where illegal narcotics/drugs are being used. (C-F)
RR-9	Members shall comply with the lawful orders of an authorized supervisor. (B-D)	RR-20	Members shall not knowingly be present where illegal narcotics/drugs are being used. (C-F)	RR-10	Members shall not possess a weapon on City property or a work location without written permission of the Fire Chief or designee. (B-D)
RR-10	Use of City resources for personal use. (B-D)	RR-23	Members shall not possess a weapon on City property or a work location without written permission of the Fire Chief or designee. (B-D)	RR-11	Members shall use safety devices and observe safety regulations. (B-F)
RR-11	Members shall not engage in theft, destruction, or neglect in the use of City property or property of any agency or entity having a contract with the City. (C-F)	RR-26	Members shall use safety devices and observe safety regulations. (B-F)	RR-12	Members shall use safety devices and observe safety regulations. (B-F)
RR-12	Members shall not destroy City records/property without authorization. (C-D)	RR-26	Members shall use safety devices and observe safety regulations. (B-F)	RR-13	Members shall not threaten, fight with, intimidate, or abuse employees or officers of the City, or any other member of the public, for any reason. (D-F)
RR-13	Members shall not use their official position or authority for personal profit or advantage, including kickbacks. (C-F)	RR-27	Members shall not threaten, fight with, intimidate, or abuse employees or officers of the City, or any other member of the public, for any reason. (D-F)		

**Violations and Discipline Level Assignments Table Category D:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

- Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.

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**Denver Fire Department Discipline Matrix**  
Violations and Discipline Level Assignments Table

**Category D, continued:**

**Conduct that is substantially contrary to the guiding principles of the department or that substantially interferes with its operations or professional image; or that involves a demonstrable serious risk to firefighter, employee or public safety.**

1 <sup>st</sup> Violation in 7 Years Penalty Level 5	2 <sup>nd</sup> Violation in 7 Years Penalty Level 6	3 <sup>rd</sup> Violation in 7 Years Penalty Level 7
<u>Examples include, but are not limited to:</u>		
RR-29	Members shall report police contact in which the member could be considered a subject, receives criminal charges or is convicted of a crime... (B-F)	
RR-30	Members shall take appropriate action to correct and eliminate sexual harassment from the workplace. (C-E)	
RR-31	Members shall not engage in conduct which violates DFD's Department Directives, the City Charter, the Denver Revised Municipal Code, Executive Orders, or any other applicable legal authority. (A-F)	
RR-32	Members shall not use derogatory terms toward others, as defined by DFD/City EEO policies. (C-F)	
RR-33	Members shall not be charged with or convicted of a crime on or off duty. (C-F)	
RR-34	Members shall not discriminate or harass any employee or officer of the City because of protected status... (C-F)	
RR-36	Members shall not divulge confidential or otherwise sensitive information to unauthorized individuals. (C-D)	
RR-39	Member shall not engage in: a. Conduct prejudicial to the good order and effectiveness of the department or agency or conduct that brings disrepute on or compromises the integrity of the City. (B-F) b. Insubordination. (B-F)	
RR-40	Members shall not engage in a strike, sabotage, or work slowdown. (D-F)	

**Violations and Discipline Level Assignments Table Category D:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

- Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.

\* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.

\*\* The 4<sup>th</sup> or subsequent sustained violation of the same RR, within the specified time frame, may result in more severe disciplinary recommendations.

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**Denver Fire Department Discipline Matrix**  
Violations and Discipline Level Assignments Table

**Category E:**

**Conduct that involves the serious abuse or misuse of authority, unethical behavior, or an act that results in an actual serious and adverse impact on the Department's mission; or on firefighter, employee or public safety; or to the professionalism of the Department.**

<b>1<sup>st</sup> Violation – No Time Limit Penalty Level 6</b>		<b>2<sup>nd</sup> Violation – No Time Limit Penalty Level 7</b>		<b>3<sup>rd</sup> Violation – No Time Limit Penalty Level 8</b>	
<u>Examples include, but are not limited to:</u>					
RR-5	Members shall observe written departmental or agency regulations, policies, or rules. (A-F)	RR-20	Members shall not knowingly be present where illegal narcotics/drugs are being used. (C-F)		
RR-6	Members shall meet established standards of performance including either qualitative or quantitative standards. (B-F)	RR-26	Members shall use safety devices and observe safety regulations. (B-F)		
RR-7	Members shall do assigned work the member is capable of doing. (B-F)	RR-27	Members shall not threaten, fight with, intimidate, or abuse employees or officers of the City, or any other member of the public, for any reason. (D-F)		
RR-8	Members shall not be careless in performance of duties and responsibilities. (A-F)	RR-28	Members shall not intimidate or retaliate against an individual who has been identified as a witness, party, or representative of any party to any hearing or investigation relating to any disciplinary procedure, or any violation of a city, state, or federal rule, regulation or law, or against an employee who has used a dispute resolution process in good faith. (E-F)		
RR-11	Members shall not engage in theft, destruction, or neglect in the use of City property or property of any agency or entity having a contract with the City. (C-F)	RR-29	Members shall report police contact in which the member could be considered a subject, receives criminal charges or is convicted of a crime... (B-F)		
RR-13	Members shall not use their official position or authority for personal profit or advantage, including kickbacks. (C-F)	RR-30	Members shall take appropriate action to correct and eliminate sexual harassment from the workplace. (C-E)		
RR-15	Members shall not accept, solicit, or pay a bribe. (C-F)	RR-31	Members shall not engage in conduct which violates DFD's Department Directives, the City Charter, the Denver Revised Municipal Code, Executive Orders, or any other applicable legal authority. (A-F)		
RR-16	Members shall not engage in theft of property or materials of any other person while the employee is on duty or on City premises. (C-F)	RR-32	Members shall not use derogatory terms toward others, as defined by DFD/City EEO policies. (C-F)		
RR-17	Members shall not lie to superiors or alter or falsify records. (Includes, but not limited to, duties, disciplinary actions, or work hours.) (B-F)	RR-33	Members shall not be charged with or convicted of a crime on or off duty. (C-F)		

**Violations and Discipline Level Assignments Table Category E:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

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\* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.

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**Denver Fire Department Discipline Matrix**  
Violations and Discipline Level Assignments Table

**Category E continued:**

**Conduct that is substantially contrary to the guiding principles of the department or that substantially interferes with its operations or professional image; or that involves a demonstrable serious risk to firefighter, employee or public safety.**

1 <sup>st</sup> Violation – No Time Limit Penalty Level 6	2 <sup>nd</sup> Violation – No Time Limit Penalty Level 7	3 <sup>rd</sup> Violation – No Time Limit Penalty Level 8
<u>Examples include, but are not limited to:</u>		
RR-34	Members shall not discriminate or harass any employee or officer of the City because of protected status... (C-F)	
RR-39	Member shall not engage in: a. Conduct prejudicial to the good order and effectiveness of the department or agency or conduct that brings disrepute on or compromises the integrity of the City. (B-F) b. Insubordination. (B-F)	
RR-40	Members shall not engage in a strike, sabotage, or work slowdown. (D-F)	

**Violations and Discipline Level Assignments Table Category E:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.
  - Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.
  - \* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.
  - \*\* The 4<sup>th</sup> or subsequent sustained violation of the same RR, within the specified time frame, may result in more severe disciplinary recommendations.
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**Denver Fire Department Discipline Matrix**  
Violations and Discipline Level Assignments Table

**Category F:**

**Any violation of law, rule or policy which: foreseeably results in death or serious bodily injury; or regardless of the resulting injury, constitutes a willful and wanton disregard of department guiding principles or its mission; or involves any act which demonstrates a serious lack of the integrity, ethics or character related to a firefighter's**

<b>fitness to hold his or her position; or which involves serious or abusive conduct, including abuse of authority; or involves any conduct which constitutes the failure to adhere to any condition of employment required by contract or mandated by law.</b>			
<b>1<sup>st</sup> Violation – No Time Limit Penalty Level 8</b>			
<u>Examples include, but are not limited to:</u>			
RR-5	Members shall observe written departmental or agency regulations, policies or rules. (A-F)	RR-17	Members shall not lie to superiors or alter or falsify records. (Includes, but not limited to, duties, disciplinary actions, or work hours.) (B-F)
RR-6	Members shall meet established standards of performance including either qualitative or quantitative standards. (B-F)	RR-18	Making false statements while under oath. (F)
RR-7	Members shall do assigned work the member is capable of doing. (B-F)	RR-20	Member shall not knowingly present where illegal narcotics/drugs are being used. (C-F)
RR-8	Members shall not be careless in performance of duties and responsibilities. (A-F)	RR-21	Members shall not consume, be under the influence, subject to the effects of, impaired by alcohol, an illegal drug or a legal drug being used improperly; while on duty; while performing city business; while in a city facility; or while operating a city vehicle or other equipment... (F)
RR-11	Members shall not engage in theft, destruction, or neglect in the use of City property or property of any agency or entity having a contract with the City. (C-F)	RR-22	Members shall not sell, purchase, transfer or possess an illegal drug or a legal drug improperly: while on or off duty. (F)
RR-13	Members shall not use their official position or authority for personal profit or advantage, including kickbacks. (C-F)	RR-26	Members shall use safety devices and observe safety regulations. (B-F)
RR-15	Members shall not accept, solicit, or pay a bribe. (C-F)	RR-27	Members shall not threaten, fight with, intimidate, or abuse employees or officers of the City, or any other member of the public, for any reason. (D-F)
RR-16	Members shall not engage in theft of property or materials of any other person while the employee is on duty or on City premises. (C-F)	RR-28	Members shall not intimidate or retaliate against an individual who has been identified as a witness, party, or representative of any party to any hearing or investigation relating to any disciplinary procedure, or any violation of a city, state, or federal rule, regulation or law, or against an employee who has used a dispute resolution process in good faith. (E-F)

**Violations and Discipline Level Assignments Table Category F:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

- Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.

\* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.

\*\* The 4<sup>th</sup> or subsequent sustained violation of the same RR, within the specified time frame, may result in more severe disciplinary recommendations.

The language of some of the rules in this chart has been modified or shortened in the interest of space. Please see the rule itself for complete language.

**Denver Fire Department Discipline Matrix**  
Violations and Discipline Level Assignments Table

<b><u>Category F, continued:</u></b>
<b>Any violation of law, rule or policy which: foreseeably results in death or serious bodily injury; or regardless of the resulting injury, constitutes a willful and wanton disregard of department guiding principles or its mission; or involves any act which demonstrates a serious lack of the integrity, ethics or character related to a firefighter's fitness to hold his or her position; or which involves serious or abusive conduct, including abuse of authority; or</b>

<b>involves any conduct which constitutes the failure to adhere to any condition of employment required by contract or mandated by law.</b>			
<b>1<sup>st</sup> Violation – No Time Limit Penalty Level 8</b>			
<u>Examples include, but are not limited to:</u>			
RR-29	Members shall report police contact in which the member could be considered a subject, receives criminal charges or is convicted of a crime... (B-F)		
RR-31	Members shall not engage in conduct which violates DFD's Department Directives, the City Charter, the Denver Revised Municipal Code, Executive Orders, or any other applicable legal authority. (A-F)		
RR-32	Members shall not use derogatory terms toward others, as defined by DFD/City EEO policies. (C-F)		
RR-33	Members shall not be charged with or convicted of a crime on or off duty. (C-F)		
RR-34	Members shall not discriminate or harass any employee or officer of the City because of protected status... (C-F)		
RR-35	Physical conduct or act of a sexual nature involving the use of force. (F)		
RR-39	Member shall not engage in: a. Conduct prejudicial to the good order and effectiveness of the department or agency. (B-F) b. Insubordination. (B-F)		
RR-40	Members shall not engage in a strike, sabotage, or work slowdown. (D-F)		

**Violations and Discipline Level Assignments Table Category F:**

- Any prior sustained violation in a category greater than or equal to the current violation shall increase the penalty level by 1. The prior Violation must be within the specified time frame of the current violation.

- Any prior sustained violation within the specified time frame, in a category lower than the current violation, may be considered as an aggravating factor.

\* Violations that appear in multiple categories will require the Department to compare the underlying conduct to the definitions contained in each category to identify the appropriate category for the violation.

\*\* The 4<sup>th</sup> or subsequent sustained violation of the same RR, within the specified time frame, may result in more severe disciplinary recommendations.

The language of some of the rules in this chart has been modified or shortened in the interest of space. Please see the rule itself for complete language.