



Ohio Administrative Code

Rule 4501:2-6-03 Command and military courtesy.

Effective: February 27, 2023

(A) Responsibility of command

A member who is in command of any post, district, section, unit, detail or assignment, or part thereof, either on a temporary or permanent basis, shall be held responsible for the efficiency, discipline, performance and welfare of the persons under his/her command, for facilities assigned under this command, and for the performance and condition of all equipment and the effective discharge of the duties and responsibilities of the division within the scope of this command.

(B) Succession of command

In the absence or incapacitation of the designated commander of any post, district, section, unit, detail or assignment, or when two or more members are performing a duty in the absence of a designated commander, the member senior in rank or grade, or with longer time in rank or grade, shall assume command until relieved by a superior officer, except that any commander may specifically designate a member to fulfill a supervisory position on a temporary basis.

(C) Responsibility for orders

A supervisor or officer in charge shall be held strictly responsible and accountable for all orders and instructions issued to those under the member's command, and for any consequences arising from the discharge of the member's orders and instructions.

(D) Military courtesy and respect for rank

(1) A member, while on duty and in uniform, shall render a hand salute to the commissioned officers of the division, the governor, the director of public safety, and commissioned officers of other law enforcement agencies, whom the member encounters out of doors and when the member is not engaged in such duties that would render the salute impractical.



- (2) A member shall address commissioned officers by their rank or by using the words "sir" or "ma'am".
- (3) A member shall not act or speak in an insubordinate manner to any supervisor.
- (4) As soon as practical, a member shall disclose information to a supervisor regarding any event, incident, or action arising from the performance of their duties which is pertinent to the performance of the supervisor's duties.
- (5) A supervisor shall not bring physical or verbal abuse upon a subordinate.
- (6) A member will honor the flag of the United States of America and/or the national anthem according to the customs of the country. When in uniform, a member will render a hand salute during the raising or lowering of the flag or during the playing of the anthem except when the member is engaged in duties that would render the salute impractical.

(E) Personal interview with supervisor

A member shall be granted a personal interview with a supervisor upon request and without unnecessary delay.

(F) Complaints and grievances

Any complaint by a member shall be submitted to a supervisor. A written complaint or grievance filed by an exempt employee shall be processed in accordance with directives established by the superintendent. Grievances filed by bargaining unit members will be subject to the provisions of the applicable collective bargaining agreement.