

**RESOLUTION OF THE GOVERNING BODY
OF THE
THREE AFFILIATED TRIBES
OF THE
FORT BERTHOLD INDIAN RESERVATION**

A Resolution entitled, "Approval of Adult and Juvenile Detention Handbooks for the Detention Facility".

WHEREAS, This Nation having accepted the Indian Reorganization Act of June 18, 1934, and the authority under said Act; and

WHEREAS, The Three Affiliated Tribes Constitution authorizes and empowers the Mandan, Hidatsa & Arikara Tribal Business Council to engage in activity on behalf of and in the interest of the welfare and benefit of the Tribes and of the enrolled members thereof; and

WHEREAS, The Tribe has entered into a Public Law 638 Contract (Contract No. CTA04T30166) with the Bureau of Indian Affairs for the operation of the Tribe's Juvenile and Adult Correctional Facility; and

WHEREAS, Said contract requires the Tribe to adopt the mandatory standards of the BIA's Adult and Juvenile Detention Handbooks; and

WHEREAS, It is recommended to the Tribal Business Council that it simply adopt the BIA's Adult and Juvenile Detention Handbooks to govern the operating procedures of the detention facility until such time the facility's staff can recommend changes for the Tribal Business Council's consideration; and

WHEREAS, The Tribal Business Council desires to adopt the Adult and Juvenile Detention Handbooks.

NOW, THEREFORE BE IT RESOLVED, that the Tribal Business Council hereby adopts the Adult and Juvenile Detention Handbooks to govern operating procedures and policies of the Tribe's Detention Facility.

CERTIFICATION

I, the undersigned, as Secretary of the Tribal Business Council of the Three Affiliated Tribes of the Fort Berthold Indian Reservation hereby certify that the tribal Business Council is composed of seven (7) members of whom five (5) constitute a quorum, 6 were present at a Regular Meeting thereof duly called, noticed, convened and held on the 21 day of MAY, 2004, that the foregoing Resolution was duly adopted at such meeting by the affirmative vote of 6 members, 0 members opposed, 0 members abstained, 0 members not voting, and that said Resolution has not been rescinded or amended in any way.

Ft Berthold
"Keepers of the Dream"
Correctional Center

13 May 2004


Mr. Richard Mayer
Chief Executive Officer, Three Affiliated Tribes
404 Frontage Road
New Town, ND 58763

Dear Mr. Mayer,

I recommend the Tribal Council adopt the attached document, "Adult Community Residential Handbook" as a policies and procedures manual for the Detention Center. Per conversation with Elmer Four Dance, Assistant Special Agent in Charge for the Aberdeen Area, this document provides current requirements and standards mandated by the BIA for the operation of adult detention facilities. Adoption of, and compliance with this document will ensure our Detention Center meets these standards.

I invite your attention to the attached excerpt from this document, which deals with the creation of individual facility handbooks. We will review the handbook used in the current detention facility and make changes required to operate in the new facility. Such changes will comply with the requirements of the "Adult Community Residential Handbook".

Respectfully,



Scott Simmonds
Adult Administrator

1atch-Excerpt

3. Statement of Purpose. This is a definite, stated course or method of action that guides and determines present and future decisions and activities. A statement of purpose is a statement of principles that guides the program's actions. Complying with a standard requires not only a written statement of purpose, but also documentation that it is being followed by the program.

Documentation.

1. Annual Report.
2. Documentation of Reading and Understanding Handbook Form.

Procedures.

Development of Facility Handbook. This procedure indicates how the Adult Detention Handbook is modified into a handbook that is tailored to a specific facility.

1. The staff member designated by the facility administrator to develop the facility handbook bases it on the Adult Detention Handbook, court rulings, case law, constitutional requirements, and other agency mandates.
2. The designated staff member consults with other staff members in order to create a team approach to the development of the facility handbook.
3. The staff review Adult Detention Handbook to identify all chapters which require the program to add general information and/or tailor an procedure to meet the needs of the facility. No other areas of the Adult Detention Handbook are modified.
4. The staff member ensures that all procedures are written in a format consistent with the approved format, are written in complete sentences, identify the reason for the statement of purpose, reflect the philosophy of the facility, describe in detail the steps to be taken, and are concise and clear.
5. The staff member also ensures that procedures are accompanied by a statement of purpose, are presented in the appropriate sequence, identify the individual and/or functional unit involved, indicate the time and location, indicate the form of communication to be used, identify the forms to be used, include provisions for handling major problems, and identify where discretion may be used.
6. When writing the facility handbook, the staff member keeps staff and management informed, to decrease staff resistance, and to increase staff's input so that concerns can be identified early.
7. With the approval of the facility administrator, the staff member implements elements of the facility handbook for an appropriate amount of time (not to exceed one week) to test their effectiveness.
8. The staff member makes modifications to the facility handbook based upon the temporary implementation.
9. The staff member submits the facility handbook for review by the facility administrator.
10. Based upon his review, the staff member, if necessary, modifies the facility handbook.
11. Following the completion of the modifications, the staff member submits the final version of the facility handbook to the facility administrator for approval.
12. If the facility handbook is returned for additional modifications, the staff member makes any required modifications to the statements and submits the revised facility handbook to the facility administrator for review.
13. Upon approval from the facility administrator, the staff distributes the facility handbook to all staff and volunteers and to all handbooks located within the facility.

Agency Approval of Facility Handbook. This procedure indicates the process for obtaining approval from the agency.

1. The facility administrator ensures that the new or modified chapters of the facility handbook are submitted to the agency superintendent for review.
2. Based upon the superintendent's review, if necessary, the facility administrator or designee modifies the chapters of the facility handbook.
3. Following completion of the modification, the facility administrator submits the chapters of the facility handbook to the agency superintendent for final approval and signature.
4. The staff member ensures that all finalized chapters of the facility handbook are distributed to all facility handbooks.
5. Upon receipt of finalized chapters of the facility handbook, the staff member ensures that they are distributed to all staff and volunteers.

Area Approval of Facility Handbook. This procedure indicates the process for obtaining approval from the area office.

1. The agency superintendent ensures that all chapters of the facility handbook are submitted to the proper authority for review.
2. Based upon the area director's review, if necessary, the facility administrator or designee modifies the policies and procedures.
3. Following completion of the modification, the facility administrator or designee submits the chapters of the facility handbook to the area director for final approval and signature.
4. The staff member ensures that all finalized chapters of the facility handbook are distributed to all facility handbooks.
5. Upon receipt of finalized chapters of the facility handbook, the staff member ensures that they are distributed to all staff and volunteers.

Central Office Approval of Facility Handbook. This procedure indicates the process for obtaining approval from the central office.

1. The area director submits all facility handbooks to the Director, Office of Law Enforcement Services, for review.
2. The Director, Office of Law Enforcement Services, forwards a copy of the facility handbook for the Indian Police Academy for their use in curriculum development.
3. Based upon the Director's review, if necessary, the facility administrator or designee modifies the chapters of the facility handbook.
4. Following completion of the modification, the facility administrator or designee re-submits the chapters of the facility handbook to the Director, Office of Law Enforcement Services, for final approval and signature.
5. The staff member ensures that all finalized chapters of the facility handbook are distributed to all facility handbooks.
6. Upon receipt of finalized chapters of the facility handbook, the staff member ensures that they are distributed to all staff and volunteers.

Retention of Facility Handbook. This procedure indicates how the policies and procedures are retained.

1. The facility administrator or designee ensures that all revisions to the facility handbook are made on a timely basis according to BIA directives.
2. The facility administrator retains a copy of the facility handbook, chapter, or page which was in effect prior to the implementation of the revision for facility records in the event of litigation.

Review of Facility Handbook. This procedure indicates how the handbooks are reviewed on an annual basis.

VOLUME I. ADMINISTRATION AND MANAGEMENT

CHAPTER I. GENERAL ADMINISTRATION

SECTION 10. DEVELOPMENT AND APPROVAL OF FACILITY HANDBOOK

1. During the fourth quarter of each year, the agency superintendent, the facility administrator, and the health care provider review the facility handbook.
2. The agency superintendent, facility administrator, and health care provider date and sign the facility handbook to document the annual review.
3. This review assists in evaluating detention operations as written in the chapters of the facility handbook and identifies topics to be addressed in the Annual Report.
4. If the agency superintendent, facility administrator or health care provider discover items which need modification during the course of this review, they initiate action to make revisions.

Distribution, Use, and Verification of Facility Handbooks. This procedure identifies how facility handbooks are distributed and used by employees. It also explains how the program verifies that employees understand the handbook.

1. Whenever a new employee or contractor is hired, a new volunteer begins to furnish services at the facility, or an existing employee, contractor, or volunteer begins to work at new duties, the training officer ensures that he has been given a copy of the facility handbook that apply to all the positions that the individual may work and all the new duties that he may have. (See also Volume 1, Chapter 4, Section 5, *Orientation and In-service Training*).
2. The training officer answers the individual's questions, based upon his review of the facility handbook.
3. The training officer documents that individual has read the facility handbook using the Documentation of Reading and Understanding Handbook Form.
4. The on-duty supervisor initials the form prior to allowing the individual to work or volunteer at the assigned duties.
5. The on-duty supervisor places the form in that individual's personnel, contract, or volunteer file.
6. Any time that facility policies and procedures are revised, the facility administrator distributes copies to all handbooks and all affected personnel, contractors, and volunteers. The on-duty supervisor reviews the revisions and responds to any questions from personnel, contractors and volunteers.
7. The on-duty supervisor or designated training officer ensures that all reviews are documented on the appropriate form and placed in the personnel, contractor, or volunteer file.

Approval of Health-Related Policies. This procedure identifies how health-related policies are approved.

1. When the facility needs to develop or modify a health-related statement of purpose, the facility administrator contacts the health care provider, who identifies a person to help develop or modify the statement of purpose.
 2. The facility administrator or designee and the health care provider or designee draft or modify the health-related statement of purpose.
 3. Following completion of the modification, the facility administrator or designee submits the chapters of the facility handbook as indicated in this chapter for approval and signature of the agency superintendent, area director and Director, Office of Law Enforcement Services.
 4. Following completion of the modification, the health care provider or designee signs and submits the chapters of the facility handbook as required by his statement of purpose for approval and signature.
 5. The staff member ensures that all finalized chapters of the facility handbook are distributed to all facility handbooks.
 6. Upon receipt of finalized chapters of the facility handbook, the staff member ensures that they are distributed to all staff and volunteers.
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Fort Berthold
"Keepers of the Dream"
Correctional Center

May 12, 2004

Richard Mayer, TAT CEO
Three Affiliated Tribes
404 Frontage Road
New Town, ND 58763

RE: Salary Recommendations for Detention Staff

Dear Mr. Mayer,

1. The new Detention Center will employ staff from the current BIA-operated facility as well as a majority of new hires. The current BIA employees are federal employees who are paid at the GS-5 level at varying steps, based upon longevity. These employees possess experience which will be valuable to the new Detention Center.
2. The BIA employees have expressed an interest in becoming tribal employees. These employees have also expressed concern about a potential loss of benefits and salary as potential tribal employees. In order to minimize the impact of the transition to tribal employment , I recommend the following :
 - A) BIA detention staff who are willing to become tribal employees at the new detention center be paid at the same hourly rate they currently earn as federal employees, not to exceed \$18.08 per hour.
 - B) These staff in addition be credited with up to 100 hours of sick leave (dependent on their current sick leave balance) and 40 hours of annual leave. Subsequently, these employees will earn leave based on their BIA service plus service with the Tribe, per standard Human Resources policies.
 - C) These staff must provide to the Director of Human Resources proof of their sick leave balance and hourly rate information upon hire as Tribal employees.
 - D) These employees will hold the rank of sergeant (shift supervisor), and will report to the program coordinators.
 - E) As federal employees, these staff are currently eligible for night shift differentials and Sunday premium pay. However, I do not recommend the adoption of either practice, due to budgetary considerations and as a matter of equity to other tribal employees. The proposals described above are intended to account for the differences in pay scales and these proposals are consistent with wages offered by similarly configured Detention facilities within the state of North Dakota.

3. For all other new hires, or transfers from other departments, I recommend establishment of pay rates as follows:

Correctional officers: \$11.00-\$14.08 per hour. New correctional officers will receive an increase to \$12.00 per hour upon completion of required academy training and the 90 day probationary period.

Newly promoted correctional sergeants: \$15.00 – 18.08 per hour dependent upon experience and professional job related training.

Respectfully



Scott Simmonds
Adult Administrator

CC: file

TALKING PAPER

ON

DETENTION CENTER STATUS

20 MAY 2004

- Construction Phase completed soon
- Turnover to Tribe on May 25?

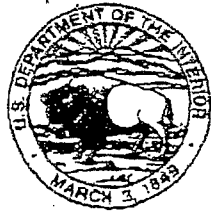
CONSIDERATIONS TO OPEN FACILITY

- STAFFING: 22 Correctional officers hired by council in April, but only 11 responded to hiring notification.
- 9 scheduled to attend Basic Juvenile Corrections Officer Training at Indian Police Academy from 12 July – 17 Aug 04
- Only class available during rest of FY 04
- Curriculum is similar to Adult Correctional Officer course – staff working with juveniles MUST have completed juvenile course, can also work Adult side.
- Anticipate 4-5 officers coming from current detention center as Sergeants.
- Contract ional requirement for all officers to complete either version of academy within one year of hire (waiver required)
- On the job training (OJT) to start 14 June – (10 officers) additional cook on board also.
- Request council's favorable consideration of request to hire 12 officers and 4 sergeants.
- Budget approval
- Much time spent on budget by juvenile administrator and coordinator.
- Need to focus on equipment purchase ASAP.
- MUST obtain essential equipment, such as staff uniforms, restraints, internal radio system, key control system, computers

- Initial uniform bid on 17 May
- Office furniture bid selected
- Also need to obtain inmate uniforms, mattresses, consumables, etc.
- Need to develop local facility post orders, and policies and procedures to conform to new facility (work started)
- When will it open???
- Dependant on lead time to complete bidding process for essential items, purchase order approval, and delivery by vendors.

AND

- The availability of staff
- Need 25 available for duty to commence detention operations, to provide for both staff and inmate safety
- Not before 1 August at this point in time



United States Department of the Interior

**BUREAU OF INDIAN AFFAIRS
OFFICE OF LAW ENFORCEMENT SERVICES
INDIAN POLICE ACADEMY
1300 WEST RICHEY AVENUE
ARTESIA, NEW MEXICO 88210
(505) 748-8151**

In Reply Refer To:
Office of the Deputy Chief
(505) 746-5841

November 25, 2003


Dear Supervisor in Charge,

The BIA-Indian Police Academy has completed a needs assessment for the Basic Police Officer Training Program in FY-2004. This needs assessment was initiated to meet the basic and advanced training needs for law enforcement within Indian Country while staying within the current funding limitations. As a result of the assessment, the BIA-Indian Police Academy is cancelling one Basic Police Officer Training Program in FY-2004. The cost savings incurred from this cancellation will be utilized to provide more programs in Advanced and Outreach training.

The revised Basic Training schedule for FY-2004 is as follows:

Basic Police Officer Training Program 401/099, January 12-April 29, 2004	Deadline: Nov. 4, 2003
Basic Police Officer Training Program 402/100, March 29-July 15, 2004	Deadline: Jan. 24, 2004
Basic Police Officer Training Program 403/101, August 30-December 20, 2004	Deadline: June 25, 2004
Basic Correctional Officer Training Program 401/034, Oct. 6-Nov. 13, 2003	Completed
Basic Correctional Officer Training Program 402/035, April 19-May 25, 2004	Deadline: Feb. 20, 2004
Basic Juvenile Correctional Officer Training 401/003, Jan. 5-Feb. 11, 2004	Deadline: Nov. 14, 2003
Basic Juvenile Correctional Officer Training 402/004, July 12-August 17, 2004	Deadline: May 14, 2004
Basic Telecommunications Officer Training 401/035, May 26-June 14, 2004	Deadline: March 27, 2004

For more information on Basic Training Programs, please contact Gerrie Trujillo, Training Specialist at phone number, (505) 748-8151, extension 5750.

Sincerely,

Monty K. Gibson, Deputy Chief
U.S. Indian Police Academy

cc: Robert Ecoffey, Deputy Bureau Director, BIA
Brent W. LaRocque, Associate Director (Training)

- (i) Each officer must acknowledge in writing receiving and understanding of this code of conduct.
 - (ii) The acknowledgement will remain on file with the law enforcement program manager as long as the officer is employed with the department.
 - (iii) Training will be conducted on this code of conduct and other ethics issues at least once each year.
- (c) Shall develop and maintain a method of performance evaluation for all personnel to meet the requirements of the law enforcement program.
 - (d) Shall ensure that compensation for tribal correctional officers is comparable to that of BIA correctional officers.
 - (e) Shall ensure that no correctional officer is permitted to work more than 12 hours in a 24-hour period, including all travel, training, and on-duty work.
- (7) **Training Requirements:** Newly employed Correctional Officers shall successfully complete the approved Basic Correctional Officer Training Program, or Basic Juvenile Correctional Officer Training Program, conducted at the Indian Police Academy, or equivalent training, as determined by the Indian Police Academy and the Deputy Bureau Director, Law Enforcement Services.
- (a) Corrections personnel of any program funded by the BIA must not perform detention/correctional officer duties until they have completed a basic law enforcement training course prescribed by the Deputy Bureau Director, Law Enforcement Services, **unless a waiver, as provided below, has been obtained.**
 - (b) Every effort shall be made to provide this training immediately upon entry on duty, but requisite training standards shall be achieved before the end of the first year of employment, if a waiver permitting untrained personnel to perform law enforcement duties has been approved.
 - (c) An officer who fails to complete the training required by this paragraph shall be removed from the law enforcement position.

- (b) All applicants for any position, or employee, in the Contractor's law enforcement programs, adult and juvenile correctional officers, volunteers, cooks, janitors, and other support staff for law enforcement operations, whose duties and responsibilities would allow them regular contact or control over children, must be subject to a thorough background investigation that will capture disqualifying convictions as specified under the Indian Child Protection and Family Violence Prevention Act (ICPFVPA). See Personnel Standard (2) (c) below.
- (2) Any law enforcement officer (uniformed police, criminal investigator, correctional officer, dispatcher) employed by the Contractor must:
- (a) be a United States citizen,
 - (b) possess a high school diploma or its equivalent,
 - (c) not have been found guilty of, or entered a plea of *nolo contendere* or guilty to, any felonious offense, or any of two or more misdemeanor offenses, under Federal, state or tribal law involving crimes of violence, sexual assault, molestation, exploitation, contact, or prostitution; crimes against persons; or offenses committed against children.
 - (d) not have been convicted of a misdemeanor crime of domestic violence, as defined in Title 18 of the United States Code, Section 921 (a) (33) (A), (B), and Section 922 (g) (9)
 - (e) not have been convicted of any offense, defined in Title 18 of the United States Code, Sections 922 (g) through (h), which would constitute a disability from possessing or receiving a firearm or ammunition
 - (f) not have been convicted of a crime, the essential elements of which constitutes a felony
 - (g) not have been convicted of an offense involving a child, a sex crime, or a drug felony
 - (h) be free from physical, emotional, or mental conditions which might adversely affect their performance as law enforcement officers,
 - (j) be certified by tribal officials as having passed a comprehensive background investigation. Such

Three Affiliated Tribes
"Keepers of the Dream"
Correctional Center

May 17, 2004

Mr. Richard Mayer, CEO
Three Affiliated Tribes
404 Frontage Road
New Town, North Dakota 58763

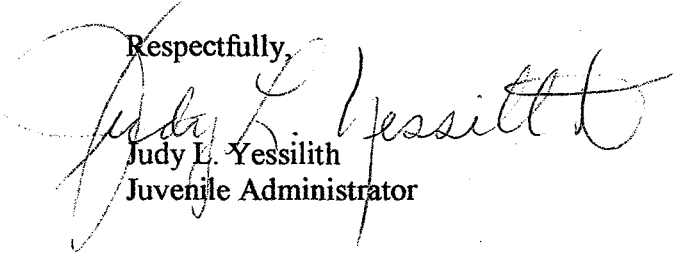
Mr. Mayers

I recommend that the Three Affiliated Tribal Council adopt the Juvenile Community Residential Handbook along with the Policies and Procedures Manual for the Juvenile Correctional Center. I have talked with Mr. Elmer Four Dance, Assistant Special Agent in Aberdeen Area Office this Manual is needed to open our Juvenile Correctional Center

This document is in compliance with the Bureau Indian Affairs and will provide current requirements and standards mandated by the Bureau of Indian Affairs for the operation of Juvenile detention and will ensure that the Detention center meets these standards.

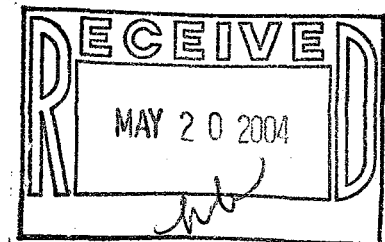
I would like for your approval to the attached excerpt from the document, which does deal with the creation of individual facility handbooks. Administrators will review the handbook for Adult and Juvenile Policies and Procedure, make changes required to operate in the new facility. The changes will comply with the requirements of the Residential Handbooks.

Respectfully,


Judy L. Yessilith
Juvenile Administrator

1 atch-excerpt

Cc. file



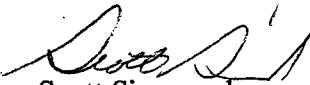
May 21, 2004

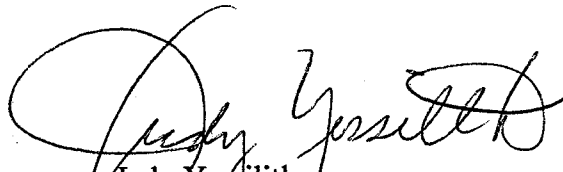
Mr. Richard Mayer, CEO
MHA Nation
404 Frontage Road
New Town, ND 58763

Dear Mr. Mayer,

Reference contract CTA04T30166 item 6B, applicable portion attached. This item requires the Detention Center to develop a Code of Conduct for Detention center employees, which must be acknowledged in writing by individual employees. Accordingly, we have developed the attached Code of Conduct and request it be presented to the Tribal Council for approval.

Respectfully,


Scott Simmonds
Adult Administrator


Judy Yessilith
Juvenile Administrator

2 attached:

1 contract excerpt
1 Code of Conduct

designated staff, volunteers, and, where appropriate, inmates prior to implementation. Staff shall review and indicate in writing that they understand the content of procedures prior to their implementation.

(1) ADF-1-1-7

(2) ADF-1-1-6

(t) **Personal Property Inventory.** The admitting officer shall complete a written, itemized inventory of all personal property of newly admitted inmates and shall store securely all inmate property, including money and other valuables. The admitting officer shall give the inmate a receipt for all property held until release.

(1) ADF-3-6-5

(2) JDF-3-7-5.

(u) **Rated Capacity.** The number of inmates shall not exceed the facility's rated capacity with the exception of mass arrests.

(1) ADF-2-2-7

(2) JDF-2-2-8.

(v) The Contractor will be using [KEYBOARD (ENTER DESCRIPTION AND LOCATION OF BUILDING)] owned or leased by [KEYBOARD (INDICATE OWNERSHIP OF BUILDING - BIA OR TRIBE)] to house [KEYBOARD (AS APPROPRIATE (ADULT ARRESTEES AND INMATES, OR JUVENILES))]

(6) **Administrative Duties – Correctional Officers.** The Contractor:

(a) Shall implement a policies and procedures manual that will be utilized by all personnel within the system. These policies and procedures will be reviewed and updated annually to remain functional.

(b) Shall establish a code of conduct that establishes specific guidelines for conduct on and off duty, impartiality, and professional conduct in the performance of duty, and acceptance of gifts or favors (See SECTION G

Attachment C-3)

- (i) Each officer must acknowledge in writing receiving and understanding of this code of conduct.
 - (ii) The acknowledgement will remain on file with the law enforcement program manager as long as the officer is employed with the department.
 - (iii) Training will be conducted on this code of conduct and other ethics issues at least once each year.
- (c) Shall develop and maintain a method of performance evaluation for all personnel to meet the requirements of the law enforcement program.
 - (d) Shall ensure that compensation for tribal correctional officers is comparable to that of BIA correctional officers.
 - (e) Shall ensure that no correctional officer is permitted to work more than 12 hours in a 24-hour period, including all travel, training, and on-duty work.
- (7) **Training Requirements:** Newly employed Correctional Officers shall successfully complete the approved Basic Correctional Officer Training Program, or Basic Juvenile Correctional Officer Training Program, conducted at the Indian Police Academy, or equivalent training, as determined by the Indian Police Academy and the Deputy Bureau Director, Law Enforcement Services.
- (a) Corrections personnel of any program funded by the BIA must not perform detention/correctional officer duties until they have completed a basic law enforcement training course prescribed by the Deputy Bureau Director, Law Enforcement Services, **unless a waiver, as provided below, has been obtained.**
 - (b) Every effort shall be made to provide this training immediately upon entry on duty, but requisite training standards shall be achieved before the end of the first year of employment, if a waiver permitting untrained personnel to perform law enforcement duties has been approved.
 - (c) An officer who fails to complete the training required by this paragraph shall be removed from the law enforcement position.

Fort Berthold Detention Center

CODE OF CONDUCT FOR CORRECTIONAL OFFICERS AND DETENTION EMPLOYEES

This code of conduct defines standards of professional and ethical conduct required of all staff employed by the Fort Berthold Detention Facility.

1. All staff assigned to this facility shall conduct themselves whether on or off duty, in accordance the Constitution of the United States, the Constitution of the Three Affiliated Tribes, and all applicable laws, ordinances, and rules enacted or established pursuant to legal authority.
2. Staff assigned to this facility shall refrain from any conduct in an official capacity that detracts from the public's faith in the integrity of the criminal justice system.
3. Staff assigned to this facility shall perform their duties and apply the law impartially and without prejudice or discrimination.
4. Staff assigned to this facility shall not, whether on or off duty, exhibit any conduct that discredits them or the Fort Berthold Detention Facility or otherwise impairs their ability or that of other staff to provide corrections services to the community.
5. Staff assigned to this facility shall treat all members of the public courteously, and with respect, including inmates, arrestees, visitors, and colleagues.
6. Staff assigned to this facility shall not compromise their integrity by accepting, giving or soliciting any gratuity that could reasonably be interpreted as capable of influencing their official acts or judgments, or by using their status as an employee of the Detention Center for personal, commercial, or political gain.
7. Detention Center staff shall not compromise their integrity, nor that of the Detention Center or their profession, by taking or attempting to influence actions when a conflict of interest may exist.
8. Detention Center staff shall maintain the confidentiality of information available to them due to their status as employees of the Fort Berthold Detention Center.

9. Detention Center staff will respect the importance of all components of the criminal justice system, and will work to improve cooperation with each area.
10. Detention Center staff shall respect, promote, and contribute to a work place that is safe, healthy, and free of harassment in any form.

**I acknowledge receipt and understanding of this
Code of Conduct on _____.
(Date)**

(Printed name of Employee)

(Employee Signature)



Chairman Voting. [] Not Voting.

Dated this 21 day of May, 2004.


Executive Secretary, Randy Phelan
Tribal Business Council

ATTEST:

Chairman, Tex G. Hall
Tribal Business Council