

CHAPTER 6270 JOINT INVESTIGATION OF STAFF MISCONDUCT

(May 2003)

POLICY
(May 2003)

6271

Responsibility

All

Management of conservation camps is a cooperative venture between CYA and CDF. Successful management of the camp program requires mutual trust, communication, cooperation, and professional leadership.

Allegations of staff misconduct can impact both departments. This impact can erode the interagency relationship and can lead to the breakdown of effective operation of the camp.

**Division Chief
Camp Superintendent**

When there is an occurrence or complaint that involves CYA and/or CDF personnel in a conservation camp or other setting under CYA and CDF supervision, the Camp Superintendent and Division Chief or their respective designees shall jointly and cooperatively conduct a preliminary inquiry.

This inquiry shall include a consideration of: what information is known at the time; potential witnesses; potential evidence; and any other pertinent information. If it is determined that one of the departments should conduct a formal investigation, that department shall take responsibility for requesting and conducting the investigation through its own normal referral, approval, and investigative processes.

Each department shall cooperate fully with the investigating department with respect to providing access to witnesses, documents, and other information pertinent to the investigation. Each department may request the other department to conduct an investigation of its employee(s). Such requests should be made through each department's chain of command. Such requests may rise to the level of the departments' directors.

All documentation of preliminary inquiries and subsequent personnel investigations shall be considered confidential and any distribution of reports or other documents shall be done in accordance with the Peace Officer Bill of Rights, applicable bargaining unit agreements, and any other departmental policies.

The departments may agree to conduct a joint investigation when:

- There is the possibility of shared culpability in an act or omission.
- A ward has made an allegation of staff misconduct.
- It is in the best interest of both departments to proceed with a joint investigation.

[\(see next section\)](#)

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[\(see Forms or Forms Samples\)](#)