



MEMORANDUM

Austin Police Department *Region III Patrol*

TO: Matthew Hitzges, Officer
FROM: Robert Richman, Commander
DATE: June 2, 2020
SUBJECT: Written Reprimand IA Case 2019-1124

This memorandum is in reference to an incident which occurred on October 17, 2019 and your conduct at that time. Specifically, I am referring to your involvement in APD case number 19-2900387. On this date you responded to the report of crash. Upon speaking with one of the drivers and an individual on the phone, you were argumentative and not courteous or respectful.

Your actions violated APD Policy (number and title) which states:

APD Policy 301.2 Impartial Attitude and Courtesy:

Employees are expected to act professionally, treat all persons fairly and equally, and perform all duties impartially, objectively, and equitably without regard to personal feelings, animosities, friendships, financial status, sex, creed, color, race, religion, age, political beliefs, sexual orientation, gender identity or gender expression or social or ethnic background.

(a) Employees will not express or otherwise manifest any prejudice concerning race, religion, national origin, age, political affiliation, sex, or other personal characteristics in the performance of their duties.

1. Employees will respect the rights of individuals and will not engage in discrimination, oppression, or favoritism whether by language, act, or omission.
2. The use of racial or ethnic remarks, slurs, epithets, words or gestures, which are derogatory or inflammatory in nature to or about any person or group of persons is strictly prohibited.

(b) Employees will be tactful in the performance of their duties, control their tempers, exercise patience and discretion, and shall not engage in argumentative discussions even in the face of extreme provocation.

(c) Employees will make every effort to be courteous and respectful toward all persons.

PD 0085

Rev. 072012

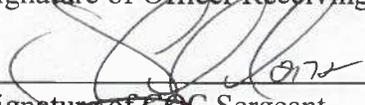
You are hereby reminded that compliance with the Department's rules and regulations are a condition of your continued employment as a police officer. Failure to comply with this policy in the future may result in more severe disciplinary action against you, up to, and including an indefinite suspension.

I hereby acknowledge receipt of the foregoing Written Reprimand:



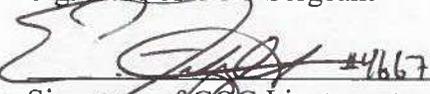
Signature of Officer Receiving Reprimand

6/2/20 1021
Date / Time



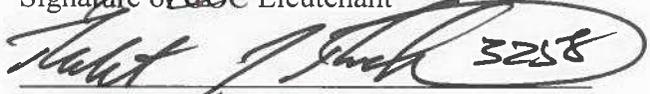
Signature of COC Sergeant

6/2/2020 10:21am
Date / Time



Signature of COC Lieutenant

6/2/2020 10:22 am
Date / Time



Signature of COC Commander

6/2/2020 10:23AM
Date / Time

- cc: Employee
Employee's Supervisor
Internal Affairs
APD Human Resources