

DISCIPLINARY ACTION**1.7.4****D. CAUSES FOR DISCIPLINE**

Examples of causes for disciplinary action include, but are not limited to:

- a. Dishonesty;
- b. Incompetence;
- c. Inefficiency;
- d. Neglect of duty;
- e. Negligence which affects the safety of the employee or of others;
- f. Violation of any City policy, rule or requirement;
- g. Unauthorized absences (including tardiness) or abuse of sick leave or any other leaves;
- h. Violation of these Rules, or other rules, regulations or orders established by a supervisor, department or City Council.
- i. Conviction of a crime that interferes with employment;
- j. Discourtesy to the public or fellow employees;
- k. Misuse or abuse of City property or equipment;
- l. Substandard job performance;
- m. Insubordination;
- n. Any activities, including outside employment that create a conflict of interest with City employment and are not specifically authorized by the Department Head;
- o. Falsification of any City report or record (including job application);
- p. Other acts which are incompatible with service to the public including, but not limited to, any conduct or behavior, either on or off duty, which causes discredit or would reasonably tend to cause discredit to fall upon the City, its officers, agents or departments.