



Public Safety Civil Service Commission
Exam Code of Conduct
Police & Fire Promotional Exams

PSCSC fire and police examinations ensure that appointments to critical public safety positions are merit-based and free from political pressures. Fire and police examinees are expected to behave in a manner that upholds the integrity of this examination process and provides all participants with the opportunity to compete fairly for promotions.

Prohibited behavior in connection to the examination process includes but is not limited to:

- Cheating, with or without the collusion of another individual
- Disclosing the content of an examination or exam aid
- Obstructing any other person's right of examination
- Making false representations regarding an examination
- Behavior that prevents the operation or integrity of an examination process
- Violating any examination Rules
- Examinees must follow instructions provided by exam staff related to examination security, to correct their own problematic behavior during the examination process, and to comply with any other verbal or written instructions provided by exam staff during an exam
- Other behavior that violates workplace expectations or standards of professionalism as set forth in applicable policy

Failure to follow this Exam Code of Conduct may violate Seattle Municipal Code 4.08.160 and result in penalties such as discipline or dismissal, fines and/or jail time (SMC 4.08.210).

Additionally, Public Safety Civil Service exam staff may:

- Remove from the examination site or process any examinee whose conduct threatens the operations of the examination process.
- Remove an examinee's name and score from the eligibility register, disqualifying them from consideration for hiring or promotion.
- Refer any prohibited or problematic behavior of current City employees to their appointing authority for investigation of possible department policy violations.

Authorizing policies:

- [PSCSC Rules of Practice and Procedure 9.29](#), Prohibited Employee Conduct in Examinations
- [Seattle Municipal Code](#) Section 4.08.160 and 4.08.210
- [Revised Code of Washington 41.08](#), Civil Service for City Firefighters
- [Revised Code of Washington 41.12](#), Civil Service for City Police

Current employees of Seattle Police Department or Seattle Fire Department are also subject to workplace expectations or other department policies that may apply when participating in an examination process.