



GORDON'S BAY NEIGHBOURHOOD WATCH

CODE OF CONDUCT April 2025

This Code of Conduct is issued in terms of Regulation 4(2)(r) of the regulations issued in terms of the Western Cape Community Safety Act, 2013 (Act 3 of 2013) (the Community Safety Act).

All references to Gordon's Bay Neighbourhood Watch here in after referred to as GBNW in this document must be construed as a reference to the organization accredited as a Neighbourhood watch in terms of the Community Safety Act.

MEANING OF WORDS AND EXPRESSIONS

In this Code of Conduct, a word or expression to which a meaning has been assigned in Community Safety Regulations, 2016, made in terms of the Western Cape Community Safety Act, 2013 (Act 3 of 2013) has the same meaning assigned to it in those regulations or Act.

AIMS AND OBJECTIVES

1. To create public awareness in terms of community safety, crime prevention and protection of property.
2. To encourage the community to work in close co-operation with the South African Police Service and other safety partners involved in law enforcement;
3. To manage and co-ordinate crime prevention initiatives and to discourage crime in the area;
4. To ensure that the GBNW members act within the framework of the law, and
5. To unite community in creating a stable and crime free environment.
6. To provide a channel through which local communities can play a meaningful role in crime prevention.
7. To create public awareness with regard to safety, crime prevention and protection of families and their property.
8. GBNW must operate as the eyes and ears of the community it serves and must cooperate with the South African Police Service, (SAPS).
9. GBNW must assist SAPS and other safety and security services and partners to safeguard the local community and their property, to manage and control crime prevention initiatives and to discourage crime in the area.

CONDUCT OF MEMBERS

1. A member must at all times act in accordance with the principles enshrined in the Constitution Of the Republic of South Africa, 1996, and must –
 - (a) act in a manner that will uphold and promote the aims and objectives of the GBNW;
 - (b) respect and protect the dignity and rights of every person in the neighborhood, including the right to free movement;
 - (c) act within his or her rights as a private person, and not beyond those rights;
 - (d) serve the community in the area in an unbiased, apolitical, and impartial manner in order to create confidence in the GBNW, and build unity in a safe neighborhood;
 - (e) refrain, as much as is reasonably possible, from placing him- or herself and fellow members or the police at risk;
 - (f) act in a non-violent manner and may not take the law into their own hands.
 - (g) Consider at all times the POPI Act, the risks taken when sending or distributing sensitive content, taking/sharing a photo or video, the implication not only against the member but the organization.
2. A member may not:
 - (a) discriminate unfairly against any person on the basis of language, age, gender, religion, ethnic or social origin, colour, sexual orientation, disability, political persuasion, or any other constitutionally protected orientation.
 - (b) conduct him or herself in a manner that will bring the GBNW into disrepute.
 - (c) disseminate or divulge any confidential or privileged information obtained as a result of his or her membership or obtained whilst on formal patrol unless it is essential to do so to help to protect a member of the GBNW or community. (POPI Act)
 - (d) exploit his or her membership of the GBNW for his or her own personal advantage or benefit.
 - (e) accept any payment, commission, or gratuity in connection with his or her membership of the GBNW except after being duly authorized



to do so by the GBNW; and

- (f) be in possession of any dangerous weapon under circumstances which makes him or her guilty of a contravention of section 3(1) of the Dangerous Weapon Act, 2013 (Act 15 of 2013); and

- 3. If a member is convicted of a sexual offence or any crime involving violence or dishonesty during his or her membership, the GBNW may terminate the member's membership in terms of procedures provided in the founding document of the GBNW.

CONDUCT AND DUTIES OF MEMBERS PATROLLING

Any GBNW patroller/member may NOT interfere with or touch anything or enter a crime scene as this will lead to immediate suspension until a disciplinary hearing can be conducted.

- 1. Conduct and duties of members on patrol must be read in conjunction with Item 5 of the GBNW Constitution to ensure that:
- 2. When a member is patrolling as a member of the GBNW must:
 - a) Physically present themselves at the **SAPS** station when booking on, always book on at the beginning of each patrol giving their name, vehicle details, call sign and that of their partners and/or passengers. (If they have permission from the Exco to have a passenger). Obtain an OB no and book on and off on the relevant what's app group. If any reporting needs to be done then to do it on the relevant WhatsApp group. Declare their personal firearms.
 - b) Always wear their jackets and have their decals on their vehicles unless asked by **SAPS** to remove them.
 - c) When possible, alert the SAPS in the area when the GBNW will be patrolling.
 - d) Strive to work in partnership, whenever possible, with the members of SAPS, municipal police service or law enforcement agencies with regard to crime prevention in the area.
 - e) Obey all lawful instructions issued by members of the services mentioned in paragraph above.
 - f) Carry the identification cards issued in accordance with regulation 4(5) of the Community Safety Regulations.
 - g) Carrying of firearms is allowed for self-defense purposes only, but must be declared at SAPS station when booking on patrol. The



Constable/Sergeant must check and record same in OB book together with the number of bullets.

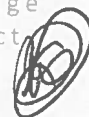
- h) A member's assistance to the GBNW is voluntary and therefore when a member is using his or her private vehicle during the assistance, neither SAPS nor the GBNW can be held responsible for any damage to private vehicles caused during the rendering of the assistance.
- i) Members must familiarize themselves with regard to the law regarding the rights of private persons to arrest or perform searches, including the minimum use of force and must at all times comply with the Criminal Procedure Act, 1977, (Act 51 of 1977).
- j) Members should rather report suspected criminal behavior to the police before they personally attempt to perform an arrest.
- k) No intimidation in whatever form may be used against any individuals in any neighborhood where such patrols take place.
- l) No form of vigilantism will be accepted;
- m) Where possible, the Chairperson (or representative) of the GBNW must regularly attend the sector meetings held by SAPS and share information at the sector meetings regarding the crime situation in the area.

DISCIPLINARY MEASURES

A member who is in breach of this Code of Conduct may lose his or her membership in terms of disciplinary procedures instituted by the GBNW as provided in the Constitution the GBNW. (Refer to the Point 13 of the GBNW Constitution which details the Disciplinary Measures/Practices procedures).

INDEMNITY

1. GBNW is not a legal person and functions within the guidelines provided by and set out in the Western Cape Provincial Constitution and Code of Conduct for Neighbourhood Watch Structures.
2. An acknowledgement to this effect is agreed by all persons registering as members of GBNW is clearly indemnifying the GBNW Structure.
3. A copy of this Protocol shall be signed by each member of GBNW who intends to take part in patrols, response, or operational activities on behalf of GBNW. The signed protocol is to be filed together with the GBNW membership form.
4. Strict control of membership will be maintained by the EXCO member in charge of the membership database, whereby strict POPI act rules must be



followed and no information of any member will divulged, shared unless prior permission has been given.

LIABILITY

1. GBNW is not a legal person and as such does not have powers of whatever nature which might be in law to act or be acted upon.
2. All individual members act in their own capacity as individuals and liability will be in that capacity.
3. GBNW will not be responsible for civil and or criminal actions or omissions that are perpetrated by a member of GBNW nor responsible for civil and or criminal actions or omissions against its members.
4. All and any criminal and civil actions that are instituted against a member of GBNW will be against the member concerned and not GBNW.
5. Any damage or injury to any member of GBNW or his or her property when such member is acting as a member of GBNW in whatsoever capacity shall subject to claims against third parties be the sole and absolute responsibility of the member.
6. GBNW carries no insurances whatsoever for members or their families or dependents.
7. Members of GBNW must take all such steps as they chose to establish their own legal position as to their personal/ accident/medical or vehicle insurances and assurances.

FUNCTIONS OF THE GBNW

1. GBNW must assist SAPS in crime prevention in the Gordon's Bay prescient and accredited area
2. GBNW will adopt and support the social crime prevention policy of SAPS.
3. GBNW must operate within the framework of the law.
4. GBNW members will have powers similar to that of any other citizen to perform a citizen's arrest and the requirements set out in the Criminal Procedure Act No. 51 of 1977 will be adhered to and complied with at all times.
5. Members of GBNW have the same rights as any member of the public to arrest a perpetrator of an offence or of any person reasonably suspected of being about to commit an offence.
6. Only minimum force may be used to secure an arrest as defined in Criminal Procedure Act No. 51 of 1977.

MEMBERSHIP CARDS

1. All members GBNW will have identity cards.
2. Department of Safety & Security will issue GBNW membership cards, but

the GBNW may decide if they would like to issue their own cards with the following details after each accredited year.

3. The identity cards of members must contain a recent photograph of the member, his or her full names, identity number and the member's GBNW membership number.
4. The identity cards shall refer to SAPS Gordon's Bay Station and Community Policing Forum.
5. All identity cards shall be validated as per year of accreditation.
6. Members of GBNW must carry their identity card with them at all times when on any patrol on behalf of GBNW.
7. Any member losing his or her identity card shall forthwith report such loss to the GBNW membership EXCO immediately.
8. Only members of GBNW as defined in the constitution may go on any patrol.
9. No person under the age of eighteen years shall be a member of GBNW.

AMENDMENTS TO THIS CODE OF CONDUCT

Amendment to this Code of Conduct may be made, as required, and will be published by the Department of Community Safety and then implemented by the GBNW as and when advised to any such amendments.

Changes to the Code of Conduct must be raised at a Special General Meeting as described in

CONDUCT AND DUTIES OF MEMBERS ON PATROL.

When a member is booked on and patrolling as a member of the GBNW the member must:

- a) Strive to work in partnerships whenever possible with the members of SAPS Metro Police or any law enforcement agencies about crime in the area.
- b) Obey all lawful instructions issued by members of the above-mentioned paragraph
- c) Be identifiable and carry the identification cards issued in accordance with the **regulation 4 (5) of the Community Safety Regulations Act**.
- d) Be punctual, reliable, neatly dressed and competent in all duties as a GBNW member.
- e) Act in the best interest of individual residents, tenants, owners of immovable property or with any other relevant interest in the area and that the GBNW, except in circumstances beyond their ability, or determined by personal safety.
- f) Act in accordance with the official handbooks of the **Department of Community and Safety** developed for NHW members, including protocols for incident management, crime scene management and best



- practice in every circumstance.
- g) Display commitment to the best possible function of the GBNW and the promotion of healthy interpersonal relations.
 - h) Undertake to report any individual, vehicle or situation suspected of being connected to any crime to SAPS or Security partners.
 - I) A member's assistance to a Neighbourhood watch is voluntary and therefore when a member is using their private vehicle during any assistance, neither SAPS nor the GBNW can be held responsible for any damage to said vehicle caused during or rendering of any assistance.
 - j) GBNW members must familiarize themselves with regards to the law regarding the rights of private persons to arrest or perform searches, including the minimum use of force and must at all times comply with the **Criminal Procedure Act 1977 (Act 51 of 1977)**.
 - k) GBNW members should report suspected criminal behavior to SAPS before they personally attempt to perform an arrest.
 - l) No intimidation in whatever form may be used against any individual in the GBNW where patrols take place.
 - m) No form of vigilantism will be accepted.
 - o) Where possible GBNW must strive to work in partnership with the Community Police Forum (CPF) and any sub forum of the area.
 - p) Where possible the chairperson or designated person of the GBNW must regularly attend the sector meeting held by SAPS and share any relevant information at the sector meeting regarding the crime situation in the GBNW area.

This Code of Conduct regulates the relationship between members of the GBNW and members of the community and promotes exemplary conduct by members whilst they are serving the community as a member of the GBNW.

By pledging adherence to this Code of Conduct a member acknowledges that he or she is fully aware of the risks involved due to the nature of the task.

This Code of Conduct is binding on all members of the Gordon's Bay Neighbourhood Watch and members must pledge their adherence to this Code, failing which the member's membership will be terminated.


Chairperson

31/05/2005
Date

