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## **CHAPTER 5 – PATROL**

### **Section 5.00 – General Responsibilities**

Every patrol officer, in carrying out the functions of the department; the preservation of the public peace, protection of life and property, prevention of crime, arrest of violators of the law, and the proper enforcement of all laws and ordinances, shall constantly direct best efforts to accomplish that end. Officer will be ever-vigilant to prevent the commission of a crime, breach of the peace, and all other offenses about to be committed, act intelligently and efficiently and be in readiness, at all times, to respond to requests by the public without bias or prejudice, and obey the orders of superiors.

### **Section 5.01 – Organizational Structure**

#### **A. Command and Accountability**

- \*1. The Patrol Unit is commanded by Patrol Lieutenants who are responsible for day-to-day operations of field personnel.
2. The Operations Division Captain has responsibility for patrol.

### **Section 5.02 – Area Responsibility**

Officers shall be held accountable for the good order of the area to which he may be assigned. Officers shall have such regular hours of duty as may be prescribed by their commanding officer.

### **Section 5.03 – Leaving the Post or Beat**

Officers shall not leave their assignment unless in an emergency, or when approved by a superior officer. When leaving their assignment in an emergency, officers shall report the reason to a commanding officer in each instance.

### **Section 5.04 – Reporting for Duty**

Officers shall report for duty at the time specified by their supervising officer. They shall, before going on-duty, become fully acquainted with the information on recent criminal activity, descriptions of wanted persons, stolen cars and property, all official information posted for that purpose and other circumstances which might impact the delivery of police services.

### **Section 5.05 – Regulation Uniform**

Officers shall report for duty in regulation uniform. They shall constantly project a professional image and bearing and keep the uniform neat and in a presentable condition. They shall, at all times, wear their badge in plain view when on-duty, and when off-duty, if in uniform.

### **Section 5.06 – Use of Private Vehicles**

Officers shall not use any private vehicle for the purpose of covering their beat, or for patrol. Unless authorized in writing by the Chief of Police, personal or private cars are not to be used for police business.

### **Section 5.07 – Knowledge of Patrol Areas**

Officers shall familiarize themselves thoroughly with their patrol area. They shall become familiar with the places of public assembly, businesses, and areas with high incidents of crime and traffic accidents.

### **Section 5.08 – Crime and Accident Investigation**

Officers shall investigate all reported or observed traffic accidents assigned to them that occur on public property. They shall interview complainants, or informants wherever possible and satisfy all parties concerned, as may be consistent with good police work. Accidents on private property shall be investigated when the following circumstances exist: injuries, involve alcohol, hit and run or the vehicles aren't drivable.

### **Section 5.09 – Public Service Reporting**

Officers shall report leaking water mains, gas mains and sewers, non-operating street lights, power lines which may be down, and traffic lights or signs obstructed or in need of repair. They shall report building permit violations, street opening violations, and permit violations of any type. If they observe anything which is likely to prove dangerous or inconvenient to the public, they shall remedy it if possible, or report it without delay. They shall report dead animals found in streets or public places. They shall report immediately any dangerous condition of streets, sidewalks, or city property of any kind. They shall report all accidents and hazards

### **Section 5.10 – Children**

Officers shall be alert for conditions affecting the welfare of all children in the community and report to the appropriate agency as necessary.

### **Section 5.11 – Complaints**

When required to interrupt regular patrol to give attention to any complaint, call for assistance, arrest, or any other duty, officers shall attend to such duty with businesslike dispatch and courtesy, without unnecessary loss of time.

### **Section 5.12 – Suspicious Persons/Prowlers**

Officers will investigate prowlers, suspicious persons and activities and keep sufficient notes to facilitate follow-up investigations.

**[REDACTED]**

### **Section 5.13 – Houses and Buildings**

Officers shall conduct house watches and business checks and stay informed about locations in which violations of the law are believed to exist. Necessary police action shall be taken and facts reported to a superior officer.

### **Section 5.14 – Disturbances**

Upon any reported breach of the peace, officers will respond without delay to the location of such disturbance, restore order as quickly as possible, utilizing the least intrusive method for the situation. Officers have a wide range of tools available to them to accomplish this goal depending on the nature of the disturbance.

**[REDACTED]**

### **Section 5.15 – Information**

Officers shall make themselves thoroughly familiar with local, state and federal laws, the location of streets, public buildings, utilities, hospitals, courts, office buildings, important places, highways and schools. They shall also know the location of city, state, county and federal offices in the area and such knowledge pertaining to the government of the city and county institutions as will enable them to give intelligence and helpful information and assistance when requested.

### **Section 5.16 – Advice**

Officers are encouraged to seek the advice and counsel necessary from superiors for the proper performance of their duty. Providing appropriate guidance is the duty of supervising officers and direction and support will be given without reservation.

### **Section 5.17 – Answering Calls**

After officers receive a call, they shall proceed without delay, to the location. As soon as the duties of the call have been completed, officers shall return to service by radio. The final disposition of the call shall be transmitted back to the dispatcher - report taken; unfounded; arrest; HBO (Handled By Officer).

### **Section 5.18 – Traffic And Parking Enforcement**

Officers are responsible for obeying all traffic laws and have the duty of enforcing traffic and parking laws of the State of Missouri and ordinances of the City of Raymore. Officers will either issue a Missouri Uniform Complaint and Summons (MUCS), written or verbal warning to vehicle operators who commit violations of traffic and parking law.

### **Section 5.19 – Arrests**

Officers are responsible for following all detention, booking, fingerprinting and bonding procedures incident to the arrest of subjects.

## **Section 5.20 – Training**

Officers are responsible for maintaining hours for Missouri Peace Officers Standards and Training (P.O.S.T.) certification.

## **Section 5.21 - Overtime**

Officers may be responsible for call out or filling a shift if there is a vacancy or staffing is inadequate and does not meet mandatory minimums.