

GENERAL ORDER

DUTIES OF PATROL OFFICERS

This order outlines the duties and responsibilities of officers assigned patrol duties.

I. POLICY

A. Patrol Officers shall:

1. RADIO CONTACT AND NOTIFICATION

- a. Patrol their assigned areas and remain in constant radio contact, except in case of emergency, detail or assignment.**
- b. Notify the Communications Division when an on-view incident or a station assignment makes them unavailable for other assignments.**
- c. When it is apparent that they may be engaged in an assignment for an extended period, notify the Communications Division and their immediate supervisor.**
- d. Immediately notify the Communications Division when:**
 - (1) Arriving at the scene of an assignment (10-97).**
 - (2) Proceeding to another location during an assignment (10-98).**
 - (3) Completing an assignment (10-8).**

2. REMAINING IN ASSIGNED AREAS

- a. Not leave their assigned area except in the performance of proper police duty, with the permission of a superior officer, or for personal necessity.**
- b. Upon returning to their assigned area from outside duty, notify the Communications Division and their immediate supervisor .**
- c. Obtain their meals, if possible, within their assigned areas.**

3. **NEGLECT OF DUTY.** Be considered in neglect of duty if they fail to discover serious crimes committed in their areas which could have been discovered through the exercise of reasonable diligence.
4. **HAZARDS**
 - a. **Observe the condition of the streets and sidewalks, signals and signs, and report hazards to health or safety. Ensure that barriers and lights are maintained around holes, excavations, construction sites and other hazards.**
 - b. **When traffic signals are not functioning properly, immediately report the fact to the Communications Division and take appropriate action to protect life and property.**
5. **ATTENTION TO DUTY**
 - a. **Give attention to schools, parks, playgrounds and Muni Transit locations in their assigned areas.**
 - b. **Observe and report in writing all places in their assigned areas suspected of being illegally operated.**
 - c. **Observe the conduct and places frequented by known criminals and suspicious persons in their assigned areas.**
 - d. **Make written reports on crimes observed or brought to their attention that have not been previously reported. Book all property and evidence in their custody prior to reporting off-duty.**
6. **INVESTIGATIONS.** Obtain information on witnesses, and promptly furnish descriptions of suspects to the Communications Division.
7. **DEPARTMENT EQUIPMENT.** (See DGO 2.01, General Rules of Conduct)

8. RESPONDING TO CALLS

- a. Respond promptly to assigned calls, regardless of the area of assignment. Acknowledge assigned calls by radio, not by telephone.**
- b. When in the immediate vicinity of a serious incident, respond and render assistance to the unit assigned.**
- c. When out of service on a lower priority incident, and directed by Communications Division to take a more urgent assignment, acknowledge and respond to the more urgent assignment.**

9. INCIDENT REPORTS. Submit every arrest and non-arrest report to a superior officer prior to reporting off duty.

10. PRISONER SECURITY. Be responsible for the security of prisoners in their custody.

11. TRANSPORTING PRISONERS. Officers are responsible for the safe transportation of prisoners. Absent exigent circumstances, officers shall comply with the following policies:

- a. Male and female prisoners shall not be placed or transported together in any vehicle unless they are kept under constant visual observation by officers, or are separated by compartments that prevent physical contact.**
- b. Officers shall not place any prisoner into a compartment of a vehicle containing property and/or equipment, or place property and/or equipment into an area of a vehicle occupied by prisoners.**

12. INTOXICATED, INCAPACITATED, OR IMPAIRED ARRESTEES

- a. MEDICAL EVALUATION. Officers need to be alert for medical/physical conditions that apparently intoxicated arrestees may display which could indicate an injury or dangerous level of intoxication rather than mere inebriation. If any such condition is observed or suspected, medical evaluation shall be obtained prior to booking.**

b. SEARCHING. Officers shall search for a medical necklace or bracelet on incapacitated or unconscious persons.

13. ARRESTEES WHO HAVE INGESTED DRUGS. It is not uncommon for arrestees to ingest (swallow) narcotics (e.g., balloons of heroin, rocks of cocaine) in an attempt to conceal them from officers. In some cases, this practice has resulted in death. When an arresting officer reasonably suspects that the person he/she has arrested or detained has ingested drugs, the arresting officer shall have the person medically evaluated prior to booking.
