

Patrol Division

400.1 PURPOSE AND SCOPE

The purpose of this policy is to define the patrol function.

400.2 POLICY

The Easton Police Department provides patrol services 24 hours a day, seven days a week and will prioritize responses to requests for emergency services using available resources to enhance the safety of the public and department members.

400.3 PATROL COMMANDER

Reports directly to the Deputy Chief of Police and shall hold the rank of Lieutenant or higher.

400.3.1 AUTHORITY

Authority is delegated to the Patrol Commander to make decisions necessary for the effective execution of his/her responsibilities.

Accountable for the use of, or the failure to use, delegated authority.

400.3.2 RESPONSIBILITIES

Participate in the development and implementation of goals, objectives, policies and priorities for the Patrol Division.

Identify resource needs; develop, recommend and implement new programs, policies and procedures.

Responsible for managing all components of the Division to ensure the public safety and quality of life for all citizens of the Town of Easton.

Prepares and approves annual budget requests.

Members assigned to this division are responsible for the continuous delivery of police services to the community and provide a variety of police functions and services.

400.4 EXECUTIVE OFFICERS

Serves as second in command of the Patrol Division and acts as Commander in the absence of the Division Commander and reports directly to the Patrol Commander.

Assists with the daily management of the Patrol Division as assigned by the Patrol Commander or Deputy Chief.

Shall hold the rank of 1st Sergeant, which is a temporary appointment made at the discretion of the Chief of Police.

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400.5 FUNCTION

Patrol will generally be conducted by uniformed officers in clearly marked and unmarked law enforcement vehicles in assigned jurisdictional areas of Easton. The function of patrol is to respond to calls for assistance and reports of criminal activity, act as a deterrent to crime, enforce state and local laws, identify community needs, provide support and assistance to the community and respond to emergencies.

The Patrol Division consists of four (4) uniformed patrol squads. Each squad has a Sergeant assigned as a squad supervisor who reports, and is accountable to the Executive Officer. Each squad has a Corporal assigned as an assistant supervisor who reports, and is accountable to, the squad supervisor. The uniformed patrol officers on the squads report, and are accountable to, the squad supervisor.

Patrol is responsible for providing uniformed police patrol 24 hours per day, 7 days per week.

Patrol services include, but are not limited to:

- (a) Responding to emergency calls for service.
- (b) Apprehending criminal offenders.
- (c) Providing mutual aid and assistance to other agencies for emergency and law enforcement-related activities.
- (d) Patrol that is directed at the prevention of criminal acts, traffic violations and collisions, the maintenance of public order and the discovery of hazardous situations or conditions.
- (e) Responding to reports of both criminal and non-criminal acts.
- (f) Responding to routine calls for service, such as public assistance or public safety.
- (g) Traffic enforcement, direction and control.
- (h) Crime prevention activities.
- (i) Foot Patrol.
- (j) Control of major or special events.
- (k) Unusual, special, and emergency operations.
- (l) Escorts (Business, domestic, etc.)
- (m) Warrant and Summons service.
- (n) Parking Enforcement.

400.6 INVESTIGATIVE RESPONSIBILITIES

400.6.1 PATROL OFFICERS

Unless otherwise directed, Patrol Division officers are responsible for the preliminary investigation of reported crimes and incidents.

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The preliminary investigation begins when the first police unit arrives at the scene of a crime, or telephonic information is taken concerning a crime.

The facts obtained and evidence discovered are instrumental in directing the investigating officer to a successful conclusion of the case. Each investigation is unique to a degree, and the officer's responsibilities in conducting an investigation will vary according to the nature of the crime being investigated.

400.6.2 SUPERVISORS

Will be contacted by and assist officers in determining whether immediate follow-up should be conducted by uniformed personnel or obtaining authorization from an investigator's supervisor to request an investigator to respond.

Will ensure that an adequate and complete preliminary investigation has been made and to review, screen, and approve the officer's report. Screening should include: review of facts stated to ensure all essential information indicating a criminal act are included, legibility, clarity, and completeness.

Will determine whether investigations by patrol officers shall temporarily be suspended until the next tour of duty of the investigating officer or, after consulting with the oncoming Squad Supervisor, a request made for oncoming personnel to continue the investigation.

400.7 PARKING ENFORCEMENT UNIT

The Parking Enforcement Unit is responsible for the enforcement of parking restrictions as established by Town ordinances.

The areas of responsibility include:

- (a) Curbside and permit parking in the downtown area.
- (b) Associated parking lots.
- (c) Residential restricted areas.
- (d) Perform other duties as assigned.

Parking enforcement personnel report directly to the Executive Officer of the Patrol Division.

400.8 SCHOOL CROSSING GUARDS

Is a part-time position with the Town of Easton.

School Crossing Guards control vehicular and school bus traffic at specific designated locations within the Town of Easton and may be scheduled for traffic control during certain special events.

Report traffic hazards and flagrant traffic violations to a police officer.

Report directly to the Executive Officer of the Patrol Division.

400.9 SPECIAL ESCORTS

Escorts affecting traffic (e.g., military convoys, parades, etc.) are the responsibility of the Commander of the Patrol Division or his designee.

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Emergency escorts involving protection of public officials, witnesses, celebrities, etc., may be provided by a supervisor, but only for a short period. Supervisors providing such protection will notify the Patrol Division Commander as soon as possible.