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| Subject: Beat Patrol | Page 1 of 2 |
| Effective Date: July 1997 | Revision Date: November 2011 |
| Amends/Supercedes: 900.100/900.120/900.130 | Approved by: Chief Kevin Higdon |
| Meets Accreditation Standard: | 17.5 |

Section 1000.90 Beat Patrol

Policy

An officer, when assigned to a beat, will faithfully and diligently patrol every limit of that beat. While patrolling, officers will take appropriate action on any violation of laws and ordinances. When required to interrupt his/her regular patrol to answer a call for service, make an arrest or handle other police emergencies, officers should attend to such duty with businesslike dispatch, without unnecessary loss of time and resume patrol of the beat.

Performing Duties of Assignment

An officer, when assigned a task other than a beat will faithfully and diligently perform the duties of the task assignment. He/she will not leave their assignment, except when given proper relief or instructed to do so by a commanding officer.

Call for Service Outside of City of Shively, KY

When the Shively Police Department receives a call for service and upon arrival it is discovered that the run is in Louisville Metro the officer may handle the run but should report the run to the appropriate agency.

- **Case Reports**

Officers should avoid making case reports outside the geographical area of Shively.

- **Collision Reports**

Officers may take collision reports outside the geographical area of Shively under the following guidelines

- If requested by Metro Police, Shively Police may take the report.
- If delay in response from Metro Police is so great, the Shively Police Unit may take the report to increase the efficiency level to the citizen.
- A commanding officer may direct a report to be taken.

The investigating officer will use *Shively Report Numbers* for all collisions investigated outside of the City of Shively, KY. In addition, investigating officer should make proper adjustments in completing the “CRASH Report”, when indicating distance outside of city that crash occurred.

- **Delayed or Current Runs**

If a Shively Police Officer is dispatched to an address within the Shively City limits to take a report of an incident/accident and discovers that the offense occurred at an earlier time in another jurisdiction, the officer should contact the appropriate agency to handle the run.

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- **Follow-up Investigations**

In order to increase the effectiveness of patrol officers, to enhance their role, and to provide investigators more time to concentrate on complex investigations, patrol officers are encouraged to follow-up on crimes occurring on their beats.

- Patrol officers are encouraged to work closely with Criminal Investigation Division to share information and to cooperate whenever possible.
- Patrol officers are required to notify the appropriate C. I. D unit when they encounter or have information regarding, but not limited to, the following:
 - Homicide or suspicious deaths or serious injuries where death may result received as a result of criminal action.
 - All serious sex offenses.
 - Confirmed business robberies.
 - Burglaries involving safe break-ins or unusually serious break-ins.
 - Narcotics/drug related cases.
 - Child Abuse cases.
 - Any criminal case involving crime patterns or a series of crimes extending outside the officer's beat.

Foot Beats

The Chief of Police may establish foot patrol or beat assignments at his discretion.

Field Interviews

Officers are encouraged to conduct field interviews with subjects that are encountered during the course of a tour of duty. Information gathered from field interviews should be given to dispatch in order to place into database system for tracking. This information may be used at a later date to assist other officers.

Civil Disputes

The primary duty of officers who respond to the scene of civil disputes where no crime has been committed is to preserve the peace and to prevent a crime from occurring.

Labor Disputes

The Shively Police Department shall maintain impartiality during labor dispute and shall enforce the law in a fair and consistent manner.