

DAYTON POLICE DEPARTMENT
GENERAL ORDER
PATROL ACTIVITIES



RICHARD S. BIEHL – DIRECTOR AND CHIEF OF POLICE

Rev. 03/20

POLICY STATEMENT

The public perception of a Police Department is largely based upon the department's uniformed presence. The uniformed patrol officer is whom the average citizen observes and uses to form a judgment of the department's professionalism. The Dayton Police Department's Patrol Operations Division officers are on duty and visible to public scrutiny 24 hours a day, seven days a week. It is incumbent upon police officers in this assignment to be as professional as possible. The purpose of this policy is to outline the more important activities performed by uniformed patrol officers.

Patrol officers should develop citizen and business contacts for information gathering and sharing as it relates to problems in their patrol area. Patrol officers often have unique information about the area that they patrol and should utilize problem solving to identify and address problems during their shift instead of waiting for someone to instruct them on how to deal with a problem.

I. ACTIVITIES OF THE PATROL COMPONENT

A. PREVENTIVE PATROL

Preventive Patrol is the most common form of police activity. Officers assigned to patrol perform many duties during their shift including answering calls for service, when possible creating business and citizen contacts for information sharing. Scan for crime problems and address them accordingly including responding to crime patterns, traffic enforcement etc. In order to be more effective while patrolling, officers should drive slowly enough to be aware of their surroundings. They should also avoid any non-work related distractions.

1. Business contacts generated by entering Business Contact Cards (BCC) through FIC entries in MIS or the MDCs. BCCs are intended as a method for the department to maintain a listing for business owners, managers, etc. Entries provide both a point of contact for businesses in general, but also attempt to obtain after-hours numbers for POCs in case of a break-in or similar crime. Vehicle information should be included for work vehicles or others that might be parked at business after hours. New BCCs can be added as needed to update information.
2. Checks on closed businesses or other locations by patrol officers should be documented by entering a Business Security Check (BSC) FIC type through the MDCs. Information should be entered for the address and the date/time the officer made the check. Name should be the business or owner's name, if known. Vehicle information may be added if applicable. Narrative should include officer's actions or anything to report.

B. RESPONSE FOR SERVICE

Patrol crews are charged with responding to dispatched calls for police assistance, giving priority to emergency calls. (General Order 1.07-1 Communications)

C. INVESTIGATION OF CRIMES

The preliminary investigation of a crime is the primary responsibility of a patrol officer. The patrol officer will pursue investigative information as thoroughly and expeditiously as possible as crime statistics indicate the chances of apprehending a perpetrator decreases as time passes. This includes recovering and processing all available evidence, such as interviews, witness statements, photographs, CSI requests, etc.

D. TRAFFIC DIRECTION AND CONTROL

Officers are responsible for the safe, expeditious movements of vehicular traffic along the roadways and for enforcing traffic laws and ordinances. (General Order 1.02-1 Section P (traffic vests), 3.02-2 Traffic Enforcement and General Order 3.02-5 Traffic Crash Investigation)



E. MAINTENANCE OF PUBLIC ORDER

An essential duty of the patrol crew is to promote and maintain peaceful relations between citizens, as well as to develop a cooperative relationship between the public and the police. The manner in which conflicts are handled will greatly influence general public order.

F. REPORTING OF CRIMES

The manners in which crimes are investigated and other reports are generated by officers to other agencies are addressed in a number of departmental policies.

II. PROBLEM SOLVING (P.O.P.)

Problem solving is a method to identify and solve problems of concern to the community. The key is for officers to be pro-active in identifying problems in the early stages and quickly address them before they become larger. To be effective problem solvers, officers need to develop partnerships with citizens and businesses within their patrol areas. The purpose of these contacts is to gather and share information as it relates to problems or possible suspects in their area.

There are a number of resources you can use as you began identifying problems:

- Utilize the EIS Dashboard to assist in identifying problems or crime patterns in your patrol area.
- POP Guides located in the Division office or online at www.popcenter.org, show how to address specific problems or go to popcenter.org
- When observing a problem or a fresh crime pattern in your area, contact the Crime Prevention Officer for their assistance. (Pattern Response, Residential/Business Security Assessment)
- When identifying problems or possible suspects, communicate that information to the appropriate Detective Unit so those issues can be addressed
- CPTED (Crime Prevention through Environmental Design) – Looks at problem solving by addressing the environment where crimes have been committed. Officers and Crime Prevention Officers trained in CPTED will assist you in addressing those issues.

III. BEAT ASSIGNMENTS

Shift supervisors are accountable for the assignment of personnel to patrol beats. In order to achieve the best possible utilization of personnel and maintain operational strategies, experience, skills, and performance may be considered in making beat assignments.

IV. SCHEDULING PROCEDURES

Based upon an annual review of city-wide calls for service and criminal activity, work schedules are developed to provide an impartial basis for selection of days off and for scheduling in accordance with daily workload requirements so there is maximum coverage. Commanders are given a degree of discretion in assigning or reassigning officers to allow for the needs of the department.

V. REPORTING ON DUTY / ROLL CALL

- A. Patrol officers are required to report to their respective divisions prior to and upon completion of each tour of duty. Officers will attend roll call at the start of each shift unless excused by their supervisor.
- B. The supervisor (or in their absence the previous shift supervisor or senior officer) will conduct roll call in an orderly manner. Roll call should accomplish, at a minimum, the following basic tasks:
 1. Officers will be briefed with information regarding criminal activity.
 2. Providing the officers with roll call training.
 3. Notifying officers of new directives/policies or changes in directives/policies.
 4. Notification of personnel changes and assignments.



5. Notify the Regional Dispatch Center (RDC) dispatcher of any pertinent changes.
6. Firearm and uniform inspections.

VI. SUPERVISORY RESPONSE

In addition to routine supervision, there are situations that require a supervisor to respond for the purpose of assuming command or conducting an internal investigation. Uniform officers who are dispatched or encounter any of the listed situations will notify their on-duty Supervisor, if the supervisor has not already been notified. Those situations include, but are not limited to:

- All dead bodies
- Hostage and barricaded situations
- All response to resistance/aggression or allegations thereof
- Discharge of a firearm
- Explosives/suspected explosives
- Bomb threats
- Fatal or potentially fatal traffic accidents
- Large civil or school disturbances
- Cases of potential civil liability
- Accidents involving police vehicles
- Injury to on-duty personnel
- Injuries prior to arrest
- Incidents involving off duty personnel, city employees or public officials
- Citizen complaints
- Any strike situation with or without threat of violence
- Check welfare calls where contact cannot be made with the subject of the call
- Sexual Assault calls
- Major chemical spills
- Vehicle pursuits
- Any racial disturbance
- Any hate crime
- Any strike situation with violence
- Serving a search warrant/knock and advise
- Escaped prisoner
- Signal 99
- Forced entry
- Serious criminal investigations
- Theft, damage or loss of city property
- Any large recoveries of money, narcotics or property
- Any situation with a large media presence
- Any officer involved DV call
- Missing persons under the age of 12
- Serious animal bites

VII. PREMISES HAZARD FILE (DANGER INDICATED)

- A. A full knowledge of potential or actual hazards ensures the safety and service of street personnel. Hazards may be either permanent or temporary, and may vary hourly, daily, or seasonally. The RDC will maintain a Premises Hazard File containing addresses where:
 1. The resident or frequent visitor is a threat to officers
 2. The residence contains exotic or vicious animals
 3. The residence is in such disrepair as to be a hazard
- B. Officers desiring to designate an address as dangerous can send the information in an e-mail to the RDC at [REDACTED]. The e-mail will detail the incident and must meet the established criteria.

VIII. DECEASED PERSONS AND DEATH/SERIOUS ILLNESS NOTIFICATION PROCEDURE

- A. Dayton Fire Department policy requires that they notify the Montgomery County Coroner's Office immediately about deceased persons they are in contact with. Supervisors will ensure that the notification of the Coroner was made or in the absence of the Dayton Fire Department, they will request that the RDC make the notification.
- B. Once on-scene, the supervisor will make the necessary determinations for any call-out and complete appropriate reports and incident logs (except as noted in General Order 1.01-1 Section III.K). Once the Coroner arrives, officers will remain on scene until the coroner releases them. If the coroner is not on scene and releases the deceased to a funeral home via telephone, the officers will remain on scene until the funeral home arrives to take possession of the deceased.



- C. The RDC on occasion will receive a request to notify relatives of seriously injured or deceased individuals. The Coroner's Office, a medical care facility, or a family member unable to make the proper notification generally initiates this request.
1. In situations where death or illness notifications are requested, a supervisor and a one-man crew will receive the dispatch. Pertinent information regarding the notification request will be relayed via transmission on the MDT or through telephone contact with the RDC.
 2. Officers should be prepared for unexpected responses from survivors including hysteria and possible verbal and physical attack. Allow the survivor sufficient time to compose themselves before proceeding.
 3. Officers should be aware of confusion on the part of the survivors, speak slowly and deliberately, and write down any pertinent information that the survivor may need.
 4. The following procedure will be followed when making a notification:
 - a. The notification will be conducted expeditiously and compassionately via personal contact with the victim's nearest relative in the corporate limits of the City of Dayton.
 - b. Effort will be made to locate a member of the clergy, close friend or neighbor to accompany the aggrieved. Notifying officers will be reassuring, understanding and offer assistance if possible.
 - c. Officers will not leave until reasonably assured that the survivor has adequate personal control and/or family or friends available for support.
 - d. Relatives outside Dayton will be notified by the law enforcement agency of jurisdiction.
 5. During the interim period between injury or death and notification, the cooperation of the media will be requested for withholding the deceased or injured person's identity.