

GENERAL ORDER, OPERATIONS, NUMBER 14
APRIL 3, 2001
WATERLOO POLICE DEPARTMENT

A. SUBJECT:

Patrol Deployment Basics

B. PURPOSE

To provide a minimum staffing level of bargaining unit officers for each Patrol Watch to ensure adequate police service to the community, assure officer safety and equalize the distribution of the workload.

C. POLICY:

The following procedures shall be followed to provide minimum staffing levels of bargaining unit officers for each Patrol Watch level while providing additional staffing levels based on need through workload evaluation.

D. PROCEDURES:

1. Effective July 1, 1984, the Patrol Watches shall be maintained at no less than the following level of bargaining unit strength at, near, or immediately available to marked patrol vehicles.
 - a. Watch I - 7 officers
 - b. Watch II - 7 officers
 - c. Watch III - 7 officers
2. In the event the Patrol Watch strength, after commencement of the Watch, falls below 6, mandatory recall will be implemented by the Patrol Watch Commander.
3. Staffing beyond the basics will be deployed on the street to meet the need for Department action.
 - a. Staffing levels will be established through predetermined needs based upon past experience evaluation of Patrol Watch activity levels.
4. The Watch Commander has authority to hold over or recall employee(s) as needed to meet Patrol Watch activity when determined:

- a. The number of scheduled officers is not sufficient to meet existing demands, or
 - b. To reduce potential risk for harm to the Department officers and community because of increased activity.
5. The following criteria shall be utilized for developing data and determining deployment needs:
- a. Number of calls for service.
 - b. The nature of calls for service (severity).
 - c. Officer initiated activity.
 - d. Number of arrests.
 - e. Time consumed by officers in:
 - 1. Response and handling calls.
 - 2. Officer initiated activities.
 - 3. Completion of paper work.
 - f. Work hours available.
 - g. Work hours consumed.
6. Backup availability shall be taken into consideration when determining deployment and needed work hours to meet the demand of Department activity.
7. The established call response priorities will be used to provide maximum response times to be equal to or exceed existing average response times on the following categories of activity, maintaining the maximum response time reflected in Patrol Division goals and objectives.
- a. Life saving.
 - b. Crimes in progress.
 - c. General calls for service.
8. An officer shall not be required to initiate independent action when the

response to a call or officer generated activity is considered to be life threatening or, a hazardous situation without a backup, until a backup arrives at the location of the incident.

BY ORDER OF:

Thomas J. Jennings
Chief of Police