

2-06/030.20 - Internal Operations Responsibility

Each Station is responsible for the following:

- dispatching of patrol cars and emergency equipment;
 - coordinating the activities of field units;
 - booking prisoners into the Station jail;
 - assigning and supervising Reserve personnel assigned to the Station;
 - providing liaison with other government agencies;
 - preparing the Station budget;
 - maintaining Station personnel records;
 - maintaining the physical plant of the Station;
 - preparing and distributing reports;
 - collecting and depositing bail and fee monies;
 - serving and controlling Station assigned warrants; and
 - property and evidence accountability.
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