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.