

Unit Orders 36-40

- **LCS Unit Order 36**

LANCASTER STATION

UNIT ORDER # 36

PROCEDURE FOR CONTACTING LANCASTER STATION DESK VIA MDT OR TELEPHONE

PURPOSE:

The purpose of this order is to establish protocol for field personal contacting the desk via telephone or MDC.

ORDER:

The dispatcher is responsible for evaluating calls for service, monitoring field situations and dispatching appropriate unit(s) to calls. The dispatcher is literally the lifeline to the field units. Because of the importance of the dispatcher concentrating on the field units and radio traffic, only authorized desk personnel, or the watch sergeant and watch commander should enter the desk area. If there is a need for field personnel to contact the dispatcher or watch deputy, it will be done via MDC or telephone.

- **LCS Unit Order 39**

LANCASTER STATION

UNIT ORDER #39

X26 (Black) and X26P (Yellow) TASER

The following are procedures for Lancaster Station personnel regarding the use and deployment of the X26 Taser. These procedures will keep the maximum number of Tasers available for use, while at the same time allow for proper accountability. All Taser users shall comply with this order and Department Policy outlined in MPP 3-03/020.20, "Taser," MPP 509/175.00, "Electronic Immobilization Device (Taser) Procedures," & F.O.D. 90-9, "Less Lethal Weapons Systems".

1. Taser Assignment:

- Taser's are individually issued to personnel.
- The user will make an entry in the deputy's daily work sheet special equipment section. This entry will be made with the station identification number painted on the top of the Taser. Example: special equipment TX #9 for the X-26 and TP #9 for the X26P. An entry shall also be made on the driver's tour of duty equipment record (SH-CR-159).
- At the end of shift the Taser shall not be left in the radio car.
- Resident deputies and special assignment deputies who are assigned a Taser shall also make an entry on the deputy daily work sheet as outlined above. However, an entry on the driver's tour of duty equipment record need not be made. The Taser shall also be secured between shifts, and not left in the radio car.

2. Maintenance: If a Taser is found to be defective it shall be turned into the armory deputy, along with a memo describing the malfunction issues.

- The armory deputy shall send all defective Taser's and cartridge's to Taser international Inc. for repair or replacement.
- Drained X26 Taser batteries can be exchanged by contacting the Armory deputy. In the event the Armory deputy is not available, the watch commander can allow the exchange. Notification to the Armory deputy shall be made by the deputy who did the exchange by way of email.

3. Cartridges:

- Extra Taser cartridges are located in the Lancaster Station armory cabinet #8, labeled "response boxes." The keys to the armory Taser cartridge cabinet are located in the watch commander's office.
- When a cartridge is drawn from the armory, a memorandum shall be generated to the armory deputy with the number of cartridges taken, and the reason for which they were

obtained.

- B/O cartridges shall be returned to the Armory deputy for replacement.
 - Each X-26 Taser is supplied with a holster and two cartridges.
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- **LCS Unit Order 40**

LANCASTER STATION

UNIT ORDER # 40

PROCEDURE FOR CONTACTING AUTHORIZED TOW COMPANIES

PURPOSE:

The purpose of this unit order is to set forth procedures regarding the requesting of tow trucks by field patrol deputies.

SCOPE:

This directive applies to all personnel assigned to Lancaster Sheriff's Station.

ORDER:

The dispatcher is responsible for evaluating calls for service, monitoring field activities, and dispatching appropriate unit(s) to calls. Requests for tows will be made to the station desk via radio, MDC, or telephone. Vehicle tows will be logged appropriately by the watch deputy. Tow companies will be selected only by the watch deputy, and in compliance with department policy.

Under no circumstances shall personnel directly call for a tow company. All requests shall go through the station desk.
