

Unit Order 58 - Station Volunteers on Patrol

PURPOSE:

The purpose of this Station Order is to provide uniform guidelines for the field deployment of Volunteers on Patrol, VOP, in the West Hollywood Station area.

SCOPE:

This Station Order applies to all Station Volunteers and all Station Personnel who direct the work of, or work with Volunteers on Patrol.

ORDER:

West Hollywood Station is expanding the Volunteer Program to implement the Volunteers on Patrol Program, which has been extremely successful throughout most of the Department and with several other law enforcement agencies. Specially trained volunteers may be deployed on foot patrol or in clearly marked Volunteers on Patrol vehicles.

Volunteers on Patrol, in a clearly marked vehicle, serve as an excellent reminder to drivers to exercise caution in school zones, when children are being dropped off or while being picked up. VOP visibility alone at specific locations may help impact a variety of traffic issues including those identified by station personnel, city hall personnel, and members of the community.

Volunteers on Patrol may be asked to attend a Neighborhood Watch Meeting with one of the Stations COPPS deputies. VOP visibility can promote city code compliance as well as be a deterrent to opportunistic lawbreakers. Volunteers on Patrol can also assist at safe foot posts during parades and other community events.

Volunteers on Patrol serve as eyes and ears only and shall not take law enforcement or other official action unless specifically trained and authorized for that action (ie issuing a disabled parking violation citation).

Volunteers on Patrol SHALL NOT conduct traffic stops; they may report their observations and request the response of appropriate field units.

Volunteers on Patrol SHALL wear the approved volunteer uniform at all times when deployed in the field.

Volunteers on Patrol SHALL NOT serve as decoys.

Volunteers on Patrol can be utilized to direct traffic in intersections, under the supervision of a Deputy Sheriff. They may be assigned to fixed foot posts with other station personnel at street closures during parades and local events in order to answer questions and point out alternate routes to motorists.

TERMS AND CONDITIONS FOR DEPLOYMENT

The VOP Program is limited to active station volunteers in good standing.

Prior to deployment as a VOP, Station Volunteers must satisfactorily complete the following Department mandated training:

- Driver Training
- Radio Communications Traffic Control

Also, prior to issuing disable parking violation citations, volunteers must complete and pass the Department's training course.

VOP deployment requires a minimum of two (2) Station Volunteers working together.

RESPONSIBILITY FOR DEPLOYMENT OF VOLUNTEERS ON PATROL

All volunteers shall obtain approval PRIOR to going on patrol in West Hollywood. All proposed Volunteer on Patrol deployment information including date, time, location and purpose should be submitted in writing and must be approved by Station Volunteer Program Sergeant and Lieutenant.

The concerned watch commander must authorize the Volunteer on Patrol deployment. The concerned watch commander may request that the volunteers come to the daily briefing so that the field deputies know exactly who they are and where they will be working. The watch commander may have a specific request for VOP visibility or may postpone VOP deployment due to other field operations. Communication with the watch commander is imperative.

Volunteers on Patrol shall have their names and hours on the in-service sheet. VOP designated calls signs will be 809V, 809V1, 809V2 and 809V3. VOPs shall be logged into the CAD system prior to deployment.

The watch commander, watch sergeant, watch deputy and field personnel must be notified when uniformed Volunteers on Patrol go in the field and when their deployment is concluded.

Volunteers on Patrol shall notify the watch commander of any significant occurrence for possible inclusion in the Watch Commander's Log.

Volunteers on Patrol shall maintain a paper log. The log will contain all pertinent information, contacts and duties that were performed during their tour of duty. The logs will be maintained by the station volunteer coordinator.

ADHERENCE TO STATION ORDERS

Personnel found to be in violation of this policy may be disqualified from further participation as a Volunteer on Patrol.

Emergency personal information shall be maintained in each VOP's personnel jacket. The jackets are located in the station detective bureau file cabinet. The top metal file cabinet titled "Volunteer Files."
