

INTRADEPARTMENTAL CORRESPONDENCE

DIVISIONAL ORDER NO. 15-01
16.3

August 14, 2015

TO: All Metropolitan Division Personnel

FROM: Commanding Officer, Metropolitan Division

SUBJECT: SECURING DEPARTMENT ISSUED EQUIPMENT

This order defines each officer's responsibility for securing Department issued equipment.

Each officer assigned Metropolitan Division is responsible for the maintenance and custody of all specialized equipment assigned to them. This includes Department issued equipment received prior to being assigned Metropolitan Division.

Due to the nature of the deployment of Metropolitan Division personnel, it is necessary that equipment be taken home. However it is expected that all equipment will be locked and stored in a residence or garage. Locking and storing equipment in a vehicle parked on the street or in a driveway is not prudent as vehicles are more visible and accessible to the public. These factors put vehicles at a higher risk of being burglarized.

The goal of this order to ensure that all Metropolitan Division equipment is accounted for and that each officer has the best quality equipment available. This can be accomplished in part by all personnel retaining their issued equipment by properly locking and securing it off duty.



EDWARD J. PROKOP, Captain
Commanding Officer
Metropolitan Division