



## ***Los Santos Police Department Standard Operating Procedures***

*Created by: Chief M. Santos 06/04/2025*

### **Preface**

The purpose of this document is to outline the responsibilities and daily tasks of an officer within San Andreas. This guide will explain the proper procedure that is expected of you as well as what you should expect coming into the department. Should you have further questions, you may reach out to a patrol supervisor or an appropriate ranking member in your department.

## Los Santos Police Department Core Values

The following are our core values. Supporting the tradition of respectful justice and are reflected in the acronym J.U.S.T.I.C.E. which represents the goals we all aim to serve.

- **Justice:** We embrace the qualities of fairness, equality, and quickness in protecting the rights of the people we serve
- **Undaunted Commitment:** We demonstrate moral and physical courage, vigilance, and diligence in duty performance
- **Service:** We deliver exceptional service assistance through teamwork and cooperation
- **Trust:** We strive to earn and keep the confidence of the people we serve and through truthfulness, communication, and reliability
- **Integrity:** We are honest, factual, and accountable while being an example of excellence on and off duty
- **Courtesy:** We are respectful and polite to everyone
- **Empathy:** We are compassion and respectful in all that we do

## Department Structure

### 1.0 Chain of Command

The Chain of Command is a set structure of department members who can assist you with comments, questions, or concerns. Each member, regardless of their rank, will have an immediate supervisor outlined on the department roster. A Corporal (Cpl) is the beginning of the Chain of Command (CoC). From there, if the corporal cannot assist you. The corporal will refer you to a higher ranking member of your respective department. In cases in which issues arise with a member's immediate supervisor, they will contact that individual's superior in order to solve the issue. Failure to abide by this standard may result in disciplinary action.

If a member of BCSO or SASP finds an issue with LSPD that incident must be brought up through the chain of command to the correct department. LSPD would do the same if they find an issue with BCSO or SASP. This is just an example of how a problem would flow through the chain of command. The only exception of this rule is if a member of any department conducts themselves unlawfully against the state penal code.

High Command Staff:
Chief
Assistant Chief
Deputy Chief
Major
Command Staff:
Captain
Lieutenant
District Supervisors:
Sergeant
Supervisors in Training:

Corporal
Patrol Members:
Senior Officer
Officer
Probationary Officer
Trainees:
Cadet

## 2.0 Duties and Task Structure

The purpose of this section is to provide an outline of what responsibilities each rank holds within the department. This is what is expected to be completed by any and all members who hold that rank. Additional tasks outside of this outline may be assigned by higher ranking officials as needed and deemed appropriate and are not covered in this section.

### 2.1 Command Members

#### Chief of Police

The Chief of Police is the head of the department and controls all aspects of the department. The Chief has the final say in any decision-making and can fill roles within the department as he/she wishes. The Chief reports directly to the Federal Government and is also responsible for ensuring that there is proper communication with the Staff Development Team, and other department heads. The Chief will also ensure that the department is moving in the proper direction as a whole as well as:

- Will accept or deny applications at their discretion
- Maintaining all documents
- Reviewing all suggestions which are submitted and handled accordingly
- Deciding on promotions, alongside the rest of High Command and Command

#### Assistant Chief

The Assistant Chief is the second in charge of their department. The Assistant Chief can control all aspects of the department and may fill any role he/she wishes and is responsible for ensuring that all Senior/Chain of Command members are fit for their position and are performing their jobs in the proper manner. They will assist the Chief of Police in maintaining the department. The Assistant Chief will also act on behalf of the Chief of Police in his/her absence as well as:

- Assist the Chief with the management of the documents to ensure efficient operation and flow
- Ensuring timeliness of application reviews and will also have the ability to accept or deny applications at their discretion
- Overseeing the operation of transfers out of the department
- Overseeing the roster management and changes are done in a timely and efficient manner by the officers
- Deciding on promotions, alongside the rest of High Command and Command

#### Major

The Major is the first rank into the high command structure and is responsible for ensuring all Captains are maintaining their particular sections within the department. If they need assistance the Major will provide the

necessary resources for the department to run well. The Major will assist in interviews with the Captain and Lieutenants. The Major will investigate any internal problems and come up with resolutions to the High Command Members.

## **Captain**

The Department consists of Captains and Lieutenants within command structure. Captains are in charge of managing the roster and ensuring all officers are completing their jobs as necessary. The Captains are going to be doing the following, but not limited to:

- Mentoring the Supervisor(s) by helping guide them to solutions for any questions that may arise
- Ensuring that the Patrol Supervisors are properly conducting training/Ride-Alongs in a timely manner
- Ensuring that access to any documents are to be removed, is requested to Command Staff, when any member resigns/transfers from the department
- Handle roster updates: Promotions, activity, assignments and LOA management
- Conducting inactivity checks and informing the High Command Staff of those that do not respond.
- Ensuring that both the Vehicle Structure and-- the EUP Policy are up to date

There will be a total of three Captains for the department.

- Patrol Division
- Specialties Division
- Administration Division

## **Lieutenant**

The Lieutenants are going to be responsible for maintaining policy and regulations within the department. They should be primarily addressing larger issues that come up unless it is above their purview. There will be a total of four Lieutenants. Each captain will be able to assign a Lieutenant to assist them in running their divisions with Patrol being assigned two Lieutenant due to the number of patrol members.

## **2.2 Supervisors**

### **Sergeant**

The supervisor(s) consist of Sergeants. The supervisor may issue warnings or strikes, and take complaints. Supervisors are also responsible for:

- Ensuring the Class Room Training for newly approved applicants is done in a timely manner.
- Ensuring that Probationary Officers and Deputies / Cadets are receiving their Ride-Along(s) in a timely manner.
- Provide suggestions and issues up the chain of command

### **Corporal**

Corporals are considered some of the most experienced Officers before becoming a District Supervisor. Corporals can answer most questions that the ranks below them may have. The Corporals are also responsible for:

- Ensuring Academy Cadets are on schedule for training and are properly trained to Law Enforcement's standards.
- Conducting Ride-Alongs in a timely manner.

## **2.3 Patrol Members**

### **Officer**

All members who have completed their training program and are to patrol their jurisdictional area and to complete other assigned duties while on patrol. Once an officer is out of the training program and no longer a Probationary Officer they are eligible for Specialites and FTO Program. Senior Officers who are considered subject matter experts on Law enforcement are then starting to be considered for the Corporal program and begin their process to take the Sergeants Exam and panel.

## 3.0 Uniform and Equipment

### 3.1 Uniforms

The EUP policy is to be followed where you are currently or how you are patrolling, from doing your daily duties while on patrol keeping a watchful eye out for speeders, to ensuring commercial vehicles are in accordance to law as Commercial Vehicle Enforcement, or seeking out drugs with your K-9 Partner. Ensure you are looking your best when headed out the door. The EUP Policy can be found within the same spreadsheet as the roster. Paleta Bay Police Department and Senora Valley Police Department are included in the EUP Policy.

### 3.2 Weapon Structure

Officers have a lot of tools to help them on the job and most are vital to others. Clean, function check, and ensure you are equipped with the following tools to assist you in ending your patrol safely.

- Issued Service Pistol (Attachments: Flashlight)
- Issued Pump Shotgun (Attachments: Flashlight)
- Issued Service Carbine Rifle (Attachments: Flashlight, Grip, Scope)
- X26 Taser (2 Cartridges/darts).
- Baton
- Flashlight
- Fire Extinguisher (100 PSI)

### 3.3 Equipment

Officers carry other various pieces of equipment to assist with their every day duties.

- **Body Worn Cameras**
  - They record audio and video of the interaction(s) between our members and the public to gather video evidence at crime scenes and to maintain accountability. Officers should be recording your screen using medal.tv or another service. Ensure you are recording while on a call or any interaction with any person you come across.
- **Global Positioning System (GPS)**
  - This device is used for navigation and provides officers with global positioning, direction, speed, and a map of the area they are patrolling. This device, compared to the road atlas, gives the officer a “picture” of the layout of the land with real-time images provided by satellite imagery to perform their job safely. Utilize them on the side of the road, for accident scene reconstruction, and/or on foot.
- **Issued Laptops/iFruit Tablets/iFruit Phones**
  - Every officer is issued a laptop, iFruit Tablet, and an iFruit Phone with connectivity to the department’s internet and various mobile applications. These devices use various software and mobile applications to access, send, and/or store information crucial to the enforcement of the state’s laws and the prosecution of those who violate them. They also access the Criminal Justice Information System data sources to include local, state, and the National Crime Information Center. Use them to make your job easier, you are patrolling in your office and you must rely on the equipment provided to you.

### 3.4 Off Duty Equipment

The Los Santos Police Department does not encourage intervening in situations while off duty unless it is a serious threat to life. Officers may respond to a priority assistance request that is sent out via phone, text, email, or pager.

As a certified Law Enforcement Officer, while off duty you are permitted to carry

- PD Issued Glock
- Single pair of handcuffs with key
- Department issued Badge

Work Radios may be taken home or kept on your person, however they should only be used if an emergency arises or if you are starting or ending your shift from your house. Radios may be monitored by Command at any point in time.

Should the event arise in which an off duty officer needs to act, they **MUST** announce themselves as a law enforcement agent prior to action being taken. A badge **SHALL** be displayed as soon as possible to the action being taken. It is recommended that in any situation an off duty officer should not step in, but rather act as a Professional Witness when others arrive.

Officers are **ONLY** permitted to clock on shift from within the confines of any Police Station **OR** in the presence of a Mobile Data Terminal (MDT) inside of a cruiser.

NO OFFICER SHALL CARRY ANY OF THE FOLLOWING OFF DUTY:

- Taser
- Taser Cartridges
- Rifle
- Shotgun
- Access Tool
- Baton
- G900 Camera
- Evidence Testing kits (GSR, Drug, DNA)
- First Aid Kits
- Evidence Bags

*Any officer found in violation of the above named policy shall face disciplinary action.*

### **3.5 Vehicle Structure and Equipment**

Members of the department will patrol utilizing various vehicles from the available fleet. No matter if you are patrolling the state's highways, roads, routes, or running a CVE Weigh Station. Make sure you have all the equipment stocked before leaving the driveway of the station. To ensure you are following the Vehicle Structure and fulfilling the requirements of what should be on your vehicle at your rank, it can be found on the internal website.

Every standard patrol vehicle can be equipped with:

- Front and rear in-car radar, Radar Tuning Forks, Arbitrator 360° HD\*
- MDT, In-car Radio, Extra portable radio (In case your primary is damaged/battery dies)
- Traffic Wand, Traffic Vest, Rain Jacket, Extra flashlight
- Plate Carrier, Two extra sets of handcuffs
- Extra Ammo and Taser Cartridges
- Penal Code, Reports, Notepad, Ticket Book
- PBT (Preliminary Breath Tester)
- Drug Test Kit
- Narcan
- Propranolol
- Spike Strip (Stop Sticks)
- Crime Scene Tape, Camera, Tape Recorder, Evidence Kit, Evidence Bags, Disposable
- Shoe Covers

- Fire Extinguisher
- 4 Cones (sedans and SUV/Trucks), 2 Road Barriers (SUV/Trucks), 4 Road Flares
- Floor Jack, Spare Tire
- BLS Jump Bag
  - AED and Spare AED Pads
  - Trauma Shears, Razor, Ring Cutter, Tweezers
  - Pen Light
  - Nitrile Gloves and Safety Gloves
  - Band-aids, Pressure and Triangular Bandages, Gauze Pads, Trauma Dressing
  - Burn Sheet
  - Medical Tape
  - Eye Wash
  - Hand Sanitizer
  - Cold Packs and Warm Packs
  - Emergency Blankets
  - Splints (S, M, L) and Tourniquet
  - OB Kit
  - Bag Valve Mask (BVM) (S, M, L)
  - Nasal Cannula x2
  - C-Collars and Stabilization Foam Block
  - Oxygen (O2) Cylinder
  - Post Mortem Kit

**Note: ALL officers are required to LOCK THEIR VEHICLE when out of their patrol vehicle. Any weapons stored in the vehicle need to be locked in the gun rack! Weapons in glove boxes and trunks are unacceptable and will be met with disciplinary action.**

*\*San Andreas has an in-car video and audio capture system called, "Arbitrator 360° HD", created by Panasonic. This system features a total of 5 cameras in the following places: Front windshield, right side rear window, left side rear window, back window, and the prisoner cage area. This camera captures both on patrol video/audio and motion. The cameras shut off two hours after the car has been turned off.*

### **3.6 Unmarked Units**

1. Unmarked units should only be deployed after at least 4-5 marked cage units are already in operation at the scene or operation only SGT+
2. Unmarked units should never be the primary vehicles involved in pursuits or traffic stops unless absolutely necessary for the safety of officers or the public. In such cases, they should switch with marked units as soon as it is safe to do so.
3. The deployment of unmarked units should always be in accordance with departmental guidelines and procedures.
4. High Command is exempted from this policy.

**This policy is aimed at ensuring the efficient and safe utilization of unmarked units in law enforcement operations while prioritizing the presence of marked units and detective needs.**

## ***Conduct and Procedure***

## **4.0 Conduct**

### **4.1 Who we are**

Being a member of the Los Santos Police Department is a great career. It offers individuals interested in law enforcement a lifetime of challenges, diverse assignments, and opportunities for professional growth and career advancement. All members have statewide jurisdiction and although their primary function is to enforce the law within the city of Los Santos, they may be called upon to enforce any of San Andreas's laws.

### **4.2 Oath of Office**

"I do solemnly swear (or affirm) that I will support, protect and defend the constitution and government of the United States and of the State of San Andreas; I will render strict obedience to my superiors in the department, and observe and abide by all orders and regulations prescribed by them for the government and administration of said Patrol; I will always conduct myself soberly, honorably and honestly; I will maintain strict, punctual and constant attention to my duties; I will abstain from all offensive personality or conduct unbecoming a police officer; I will perform my duties fearlessly, impartially and with all due courtesy, and I will well and faithfully perform the duties of a San Andreas Officer/Deputy on which I am now about to enter. So help me God."

### **4.3 Code of Ethics**

"As a member of this organization, my fundamental duty is to serve humankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional Rights of all people to liberty, equality and justice.

"I will keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or what is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

"I will never act officiously or permit personal feelings, prejudices, animosities, or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence, and never accepting gratuities.

"I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession . . . law enforcement."

This code of ethics is repeated by every officer when he or she is sworn in as a member of the law enforcement community. No one said it would be an easy job. No one said it would be a safe job. But, it is the job we all chose to do.

The Patrol is a working unit; it is also a family unit. When something happens to one of us, it happens to us all."

### **4.4 Disciplinary Action**

The administration team (which is composed of Command and Supervisors) reserves the right to relieve members of certain duties for policy violations when demotion of rank is deemed necessary. Administration reserves the right to demote officers for misconduct or actions not in line with the standards set forward in this SOP. The administration team reserves the right to remove members from the department if they believe the action warrants it.



Removal requires a vote among the high command, and the vote must be in majority for removal. This vote shall be documented and individuals may opt to publish a statement explaining their vote.

Officers shall normally be issued strikes for misconduct when formally counseled by supervisors or chain of command. Officers who acquire 3 strikes shall be considered for demotion or even removal from the department. Department Administration has the right to waive the 3 strike period depending on the severity of the issue presented.

Officers involved in an investigation regardless of nature shall not disclose any information regarding the investigation. Officers found in violation of this rule shall be issued a strike and marked ineligible for promotion within the next 30 days.

Any officer who has been struck during a period of consideration for promotion or that is the accused party of an ongoing investigation for misconduct or violation of procedure will not be promoted to the next pay grade until that matter is resolved.

## **4.5 Corruption**

At this time there is a zero tolerance policy regarding corruption within the department. This means no evidence can be taken or thrown away, no selling police equipment or information, cannot accept bribes, and other possible ways for corruption. This includes providing any member outside of staff administration information from our Discord.

## **4.6 Station Conduct**

At all times officers are expected to act with utmost professionalism and respect towards other members of the community, breaking character, punching, tasing, placing spike strips, and similar actions in the station towards other members of the department or the public are **strictly forbidden**, anyone caught doing this may be subject to disciplinary action.

## **4.7 Uniform Policy**

When you enter the Cadet rank you will be assigned a uniform. You will be expected to wear only this uniform set unless otherwise instructed until you reach the rank allowing you to do so.

Once you graduate the academy and are promoted you will be instructed to change to a new uniform set. As you achieve higher rank and/or are qualified for Spec Ops you will receive access to various other uniforms. Any deviation from the specified uniform may result in disciplinary action.

## **4.8 Professionalism**

Our core values listed at the top of the document is how you shall conduct yourself while being a member or affiliate of the Los Santos Police Department. You must maintain integrity when your supervisor is not around. There is a difference between being rude and being stern. You shall not be swearing at a member of the community or name calling. You are to be respectful and treat others the way you would like to be treated.

## **4.9 Identification**

As a member of the Los Santos Police Department, you are required to provide identification to members of the community. You shall introduce yourself upon each contact with the public when acting in official capacity such as a traffic stop or responding to a police call for service.

It is good practice to say, "I am Officer Smith with the LSPD." and then continue with whatever the reason you are contacting the member. You must provide badge number, rank, and last name whenever asked.

## **5.0 Discipline**

Within our department we take discipline very seriously. Discipline may vary based on the action(s) committed by an officer/deputy. Some of the methods in which the department may correct / discipline an officers behavior may be:

- Verbal Warning,
- Written Warning
- Suspension of duties
- Recertification
- Rank adjustment(s)
- Termination

If you believe that you were wrongfully disciplined you are to submit a letter to Command detailing why you believe you were wrongfully disciplined.

## **6.0 Time Requirements**

At this time, the Los Santos Police Department does not have a time requirement. We expect our officers of any rank to keep open communication with command - especially the Human Resource Department. We understand things happen, life comes first. Failure to communicate an extended period of inactivity will be met with inactivity checks. Failure to respond to inactivity checks will result in termination.

## **7.0 Leave of Absence**

Understandably, there may be a period where you will be unable to maintain activity due to outside reasons. In order to ensure that a position may be kept within the department, you are required to enter your request to command in writing via Discordia. No LOA's are considered approved until you have received a response back from command. What does this mean you may ask?

In the event your LOA request is for a prolonged duration of time and depending on your current position, your duties may need to be passed down to someone else. Command may wish to speak with you about who will take over those duties or if you should step down from your position in order to allow the duties to be maintained by someone else.

## **8.0 Social Media Policy**

Social Media is all around us and is used in many capacities of Law Enforcement, from Investigations to Security Checks. Officer's at all times are required to display professionalism at all times as stated in Section 1.8.

Officer's are forbidden from engaging in so called "Twitter Fights" or any form of general unprofessional comments on their Social Media. It is recommended for Officers to not use their Social Media Accounts, however not mandated.

Officer's found starting, engaging, encouraging, etc. in any form of Harassment, Arguments, Criminal Activity, or other general unprofessional behavior on a Social Media Platform, risk Disciplinary Action.

# **Field Training and Ride-Along Procedure**

## **9.0 Field Training Procedure**

Following the completion of the Law Enforcement Academy cadets will begin their Field Training program. The Field Training program consists of 2 Phases of the training. The cadet must be signed off by an FTO in order to move to the next phase. The Field Training Officer will be required to complete a Daily Field Training Report (DFTR) upon the completion of the ride along with that cadet. FTO's will be of the rank of Senior Officer or higher, and cadets should first contact their assigned FTO (should they have one), and then begin with the lowest ranking FTO.

### **9.1 Cadet Phase I Ride Along**

Phase 1 will be the cadets primary training phase. The cadet is able to switch between riding in the passenger seat and driving as the FTO sees fit. The FTO may have the cadet run calls or handle situations under their observation that they believe the cadet can handle or in order to see how the cadet acts. In this phase the FTO's primary goal is to provide the cadet with experience and training in various calls and situations. The FTO is also responsible for ensuring the cadet has a basic understanding on how to function the various databases and tools of the job. The FTO will encourage the cadets' activity and will ensure that they can respond correctly to situations in line with the law and Department Policy and Procedure.

### **9.2 Cadet Phase II Shadow**

Phase 2 will be with the cadet patrolling with an FTO, but will conduct themselves as if the FTO is not present. This phase will serve as a gauge on if the cadet is ready for their final ride before being moved up to Officer.

### **9.3 Probationary Officer**

Once a cadet has completed their academy, completed their DFTR, and are approved by command, they will move into the rank of Probationary Officer. As a Probationary Officer, they have the ability to patrol solo when an Officer or above from LSPD is on duty. If there is not an Officer or above on duty from LSPD then they must wait until one clocks on.

Once a Probationary Officer shows they are able to operate in the capacity of an officer, they will be promoted by Command.

## **10.0 Civilian Ride Along Procedure**

Civilians may want to know the inner workings of the Los Santos Police Department. With that, we offer a ride-along for them, whether it is to teach, recruit, or to build relations with the citizens of San Andreas. It shall be explained to the civilian that all risk and liability is solely on themselves and not the department, city, county, or state.

### **10.1 Rules of Conduct for the Civilian Ride Along**

1. Ride-alongs must be cleared by a member of Command. Command is to ensure the participant has signed the waiver before the ride-along can begin.
2. Ride-along candidates must be felony free.
3. Corporals are the only ones cleared for a civilian ride along.
4. You shall not carry any weapon of any kind while participating in the program.
5. The officer with whom you ride will be able to discuss duties and responsibilities so far as time permits. In the event of an emergency you must immediately and without question comply with any order or directions given to you by the Officer or any other member of Law Enforcement.

6. You are not to leave the patrol vehicle at the scene of any Law Enforcement/First Responder activity without first obtaining permission from the Officer.
7. The duration of the ride-along is at the discretion of the Officer.
8. You will be required to present a neat and clean appearance and wear appropriate outdoor-like attire. Casual clothing such as polo shirts, blue jeans without holes, and close-toed shoes are acceptable. Wear something comfortable, since you will be given a tactical vest to wear for your protection, supplied by the officer.
9. Any officers having difficulty with a ride-along participant will immediately notify a supervisor. The supervisor will decide if the ride-along participant can be assigned to another officer to complete the ride-along or if the ride-along should be terminated.
10. Participants in the ride-along program will not enter any residence or structure during the execution of a search or arrest warrant or any forced entry into a structure. The ride-along participant will remain in the patrol vehicle during any such entry. This does not prohibit the participant from accompanying the officer on calls when the officer is invited into a residence, business, or other structure.
11. Ride-along participants will not interfere with investigations in any way by conversing with victims, suspects, or witnesses, handling evidence or equipment, or participating in any enforcement activity unless directed to do so by the officer.
12. The civilian ride-along waives their right for civil or criminal prosecution against the Officer they are riding with as they understand they may be in harm's way.
13. If the officer conducting the ride-along should need to respond to a shots fired call, they are to drop the civilian off in a safe location and proceed to the call.
  - a. A safe location does not mean the side of a highway or county road.
14. An officer may initiate a pursuit while conducting a ride-along but must step down from the pursuit when additional vehicles become available or if pursuit conditions become dangerous.
15. An officer will respond to emergency calls. They shall take into consideration where they place themselves in high risk situations. If there is sufficient help, they are to go back available or remain in the area as a backup unit to prevent unnecessary risk to the ride-along.

## **Hiring Process and Lateral Transfer Program**

### **11.0 Hiring Process**

#### **11.1 Applicant Qualifications**

All applicants interested in applying to become an officer must be the age of 18 O.O.C. and I.C. to apply. A drivers license obtained from the state's driving school (additional licenses are not a requirement). Those same applicants MUST have zero felonies. Applicants must not have any Misdemeanor charges for violent crimes.

#### **11.2 Application and Hiring Process**

Upon submitting an application, the Human Resources Department in conjunction with Command will begin to review the application. Following approval, the candidate will be invited to interview with members of HR and Command. Upon passing the interview they will be onboarded. Applicant then placed on At-will contract and

begins working for the department as a Cadet. Cadets can run the radio and be working as desk duty after properly trained. The cadet must attend an academy before being able to go on the streets with an FTO.

## **12.0 Lateral Transfer Policy**

Any person that wishes to transfer to another Law Enforcement Agency must meet the following criteria:

- 60 days elapsed since date of hire
- Have current Active Status
- No active hiring/transfer freeze
- No disciplinary history in 30 days
- 30 days since termination/quitting another department (SASP/BCSO/SAFR)

Every department can open and close transfers as the needs of the department change. If a department is closed for transfers that simply means the department is not accepting transfers at that time.

When a department is open for transfers that department shall wait until someone expresses the interest of transferring to the respective representative of that department. At that time the representative may provide an offer to that person of potential rank to be received upon acceptance to the department, as well as if any current certifications shall transfer with them.

A person MAY be denied by the department they wish to transfer to based on above criteria, work ethic, personal relationships, professionalism, disciplinary history outside of 30 days, needs of the department, etc.

A person MAY NOT be denied from transferring to a department by their current department if they meet all above criteria.

A person MAY NOT be denied by the department they wish to transfer to based on age, gender, sexual orientation, religion, etc.

A person MAY be required to do an exit interview prior to being processed to another agency.

A person MAY be required to turn in all agency issued equipment prior to transferring to another agency.

The choice of transferring agencies MAY NOT be used for the purposes of termination, however MAY be used in promotion considerations.

## **Promotion Guidelines**

### **13.0 Member Promotions**

Member promotions are not scheduled. Command will occasionally go over the roster and discuss those we feel eligible for a promotion. In order for a member to be eligible for a promotion they must fulfill the following requirements:

- Show knowledge about the Standard Operating Procedure
- Show knowledge about the San Andreas Legal Code
- Be comfortable with in-game procedure and mechanics
- Show performance higher than what is expected of their rank and compared to other members that hold the same rank
- Be comfortable with the MDT and exceed at writing incident reports.
- No active Internal Affairs Investigation
- No Internal Affairs investigation that resulted in disciplinary action in the previous 30 days.

Once a member's direct supervisor deems them promotion worthy, they will inform Command who will review it and make a decision on whether or not the member will receive a promotion.

## **14.0 Supervisor Candidacy**

The selection process is very thorough, detailed and competitive, as the CoC member spots are limited, while Member slots can be expanded if necessary. CoC spots may be expanded if the Commander deems it to be necessary. Only the top scoring Officer will be considered, while only the best of the best will get accepted.

Current CoC Candidates will be graded in multiple ways.

- Interview
  - Members of the Department Command will conduct a board interview with each candidate and each member that was present will give them a grade from 0 to 10, the final sum of grades will be divided by the number of attending Staff, Senior Staff and Command members and the result will be the number of points the member has gotten.
- Complaints
  - Officers that have received 0 complaints that resulted in a verbal warning 60 days prior to the date of their exam will get 5 points, Officers with 1 complaint will gain 0 points, while Officers with 2 or more complaints will have 5 points deducted from their score
- CoC Impressions
  - Each member of the Chain of Command will grade the candidate on a scale from 0 to 10, the sum of all of the votes will be divided by the number of votes and the final grade will be the amount of points the candidate will gain
- Administration Impressions
  - The Law Enforcement Command will grade the candidate on a scale from 0 to 10, the sum of all of the votes will be divided by the number of votes and the final grade will be the amount of points the candidate will gain.

## **Case Law, Miranda Warning, and Questioning**

### **15.0 Case Law**

Case Law is a law created by the outcome of other cases. Most Case Laws are named after the state the case took place in versus the person that was involved.

#### **15.1. Pennsylvania v. Mimms**

An officer on a traffic stop can order the driver out of the vehicle at any time and pat them down for weapons.

#### **15.2 Maryland v. Wilson**

An officer on a traffic stop can order the passengers out of the vehicle at any time and pat them down for weapons.

#### **15.3 Brendlin v. California**

An officer on a traffic stop can order the passengers to stay inside of the vehicle during the traffic stop as they're considered detained or seized as well as the driver.

#### **15.4 Tennessee v. Garner**

A police officer may use deadly force to prevent the escape of a fleeing suspect only if the officer has a good faith belief that the subject poses a significant threat of death or great bodily injury to the officer or others.

## 15.5 Chimel v. California

If a person is arrested the police officer can perform a warrantless search on their person and the area within the arrested persons control where they could have hidden or destroyed evidence or retrieved a firearm from, also known as: search incident to arrest.

## 15.6 Terry v. Ohio

A police officer may perform a pat down on a person that they believe has committed, is committing or is about to commit a crime and has reasonable belief the person may be armed and dangerous.

## 15.7 Minnesota v. Dickerson

When an officer is doing a pat down on a person for weapons but they feel other contrabanned and they have enough reasonable suspicion to believe that it is contrabanned, like being in a drug heavy area, they can make a warrantless seizure of the contrabanned.

## 15.8 Illinois v. Wardlow

Unprovoked flight or evasive behavior by someone from an identifiable or uniformed officer as well as being in a high crime area provide enough reasonable suspicion for a Terry Stop.

## 15.9 Graham v. Connor

In a court of law everyone should look at the incident from the officers perspective to deduce if they used a reasonable amount of force given what they observed.

## 15.10 Florida v. J.L.

Searches cannot be performed based on an anonymous tip.

## 15.11 Maryland v. King

DNA swabs, fingerprints, photographs and blood samples of an arrested person can be taken without a warrant.

## 15.12 Mapp v. Ohio

Evidence obtained illegally cannot be used in court.

## 15.13 Whren v. U.S.

Traffic violation committed by a driver is a legitimate, legal basis for a stop.

## 15.14 Hiibel v. Nevada

A person is legally required to identify themselves if the police have reasonable belief that the person has committed a crime.

# 16.0 Questioning

## 16.1 Miranda Warning

In the United States the Miranda warning is a notification given to a suspect in police custody (or in a custodial interrogation) advising them of their rights to silence and council. It is **required** from all Law Enforcement Officers to read a suspect's Miranda warning only before they wish to question them.

Full\* Miranda Warning:

*"You have the right to remain silent. Anything you say can and will be used against you in a court of law. You have the right to an attorney. If you cannot afford an attorney, one will be provided for you. Do you understand the rights I have just read to you? With these rights in mind, do you wish to speak to me?"*

The suspect must give a clear, affirmative answer to this question. Silence is not acceptable as waiving these rights because the arrestee may not understand or may not speak English as his or her first language.

If a suspect chooses to answer questions they have the right to stop at any point in time and refuse to answer any further questions. If a suspect clearly communicates that they are requesting an attorney, the Law Enforcement Officer **must** cease any questioning without the suspect's attorney present. If there are no attorneys present, then send them off to jail with the full fine and jail time. Explain that this will occur to them if they do not want to take a guilty plea deal.

Remember that if the subject is not free to leave and you are asking them questions, their rights **MUST** be read to them. Free to leave means not locked in the backseat of a squad, secured building, or handcuffed.

## 16.2 Spontaneous Utterance

Spontaneous utterance is an unprovoked statement made by a witness or suspect without being asked a question. Any unprovoked statements made by a subject are admissible in court and they still hold even if the person hasn't had their Miranda warning read to them

## 17.0 Reasonable Suspicion vs. Probable Cause

When utilizing case law such as Terry v. Ohio requires an extensive knowledge of the difference between probable cause and reasonable suspicion.

Probable Cause is defined as having sufficient reason based upon known facts to believe a crime has been committed or that certain property is connected with a Crime.

- Probable cause provides Law Enforcement Officers the ability to make an arrest without a warrant, a search without a warrant, or seize property in the belief that the items were evidence of a crime.
- It is the reasonable amount of suspicion, supported by circumstances sufficiently strong to justify a prudent and cautious person's belief that certain facts are probably true.
- Probable cause consists of stronger evidence, compared to reasonable suspicion.
- Examples of stronger evidence: Plain sight, Victim Statements (Hear-Say), trustworthy information (confidential informants)
- Probable cause is the logical belief, supported by facts and circumstances that a crime has been, is being, or will be committed.
- Enough to detain and Arrest a subject.

Reasonable Suspicion is defined as reasonable presumption that a crime has been, is being, or will be committed. It is a reasonable belief based on facts and circumstances. Reasonable Suspicion can be based on a police officer's training and experience.

In Terry v Ohio the court ruled that law enforcement officers can briefly detain a person if—based on the Officer's relevant training and experience—there is reasonable suspicion that a person has committed a crime, is currently engaged in criminal activity or plans to commit a crime.

The standard for reasonable suspicion is more specific than a hunch but broader than probable cause. Although reasonable suspicion is somewhat subjective, it must still be informed by the facts and circumstances at hand.

Perhaps the best way to understand reasonable suspicion is through a real-world example:

A police officer witnesses a man stagger to his car and enter the vehicle. The officer watches as the vehicle lurches from its parking space, narrowly missing another car, and drifts between lanes as it travels down the street.

Based on direct observations backed by law enforcement training and first-hand experience, the officer has reasonable suspicion that the man may be driving under the influence of alcohol or other drugs and can make a traffic stop. But the officer cannot search the man's vehicle or arrest the man until the officer demonstrates probable cause.



## 18.0 Search and Seizure

- Any person on police property is subject to being searched while on police property. However an opportunity to leave should be given to the subject.
- Any persons being arrested must be searched and any contraband seized and placed into evidence.
- Any person fleeing/evading from law enforcement gives probable cause to search their person and the vehicle involved.
- Any passengers of a vehicle fleeing from law enforcement are also subject to search.

Outside of the above mentioned scenarios, all Officers will be required to present probable cause to initiate search and seizure of a person's property. Should probable cause not be presented, it shall be considered an unlawful search.

After seizing a person's property, an inventory must be kept and placed into the report of what is able to be returned to the person, should they place a claim on it.

Should you seize a firearm for any reason, or for any length of time. The serial number of the firearm SHALL be documented in the appropriate incident's case report. As follows:

Firearm Type:

Firearm Serial Number:

Person the Firearm was in possession of: (If the person is unknown "UNKNOWN" should be used)

## Arrest Procedures

### 19.0 Guidelines

Proper arrest procedures and steps to a successful arrest are below. Failure to complete all steps may result in disciplinary actions.

- Detain the suspect in question
- Get the suspect and yourself in a secure location
- Read the suspect his Miranda Rights
- Obtain the ID of the suspect
- Search and seize any weapons, or illegal items that can't be taken to jail
- Put the suspect in your patrol unit and transport them to the PD in operations
- Run the suspect in the MDT and check for any warrants, then continue with charging the suspect
- Inform the suspect of his charges, and assign proper fines
- Update their mugshot in the MDT
- Update their fingerprints in the MDT
- Obtain a Plea from the suspect. (Not Guilty, No Contest, Guilty)
  - When a suspect pleads Not Guilty, the officer is to open a ticket with the DOJ via the DOJ Directory using the following template:
    - Defendant:
    - Date and Time:
    - Charges:
    - Report:
    - Evidence:
    - Witnesses:

# Emergency Vehicle Operations and Traffic Contacts

## 20.0 Guidelines

Patrol Vehicles are the property of the LSPD and are loaned to the Officer during the tenure in the department. The Department issued Vehicle can be used to drive to and from work making only stops for maintenance , fuel or to get food needed for shift. This privilege can be restricted based on command staff decisions.

## 21.0 Operation of Service Vehicle

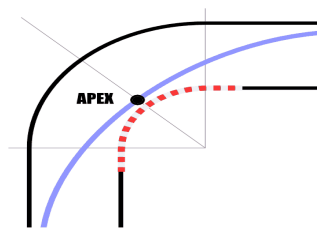
It is important and vital that everyone knows how to safely operate your service vehicle. Aside from the normal functions of a vehicle, you now have the option to use emergency lights & sirens. There are multiple ways to use your lights and sirens, detailed below;

- Code 1 | No Lights & Sirens
- Code 2 | Emergency Lights Only (Pressing Q - toggles your lights)
- Code 3 | Emergency Lights & Sirens (Pressing Q followed by R)

You may be requested to respond in a certain manner based on the officer who may need assistance. **ANY TIME** you find yourself in a traffic stop that turns into a felony traffic stop, or “Code 5”, the responding officers should run “Code 2 or 3” and get there as soon as possible, while being mindful of the public. Public Safety is your number 1 concern. If you get into a MVA while enroute to provide backup, you must RP the accident and detach from the original call on the radio. Other officers can provide backup to support the requesting officer. If running Code 2 you **MUST** clear intersections with your sirens/air horn, no exceptions.

## 21.1 Driving Tactics

The Apex of a Corner is a race term. It is used to define the best course of travel throughout any corner. The below picture shows the proper apex of a corner and the travel path. It's vital that you understand the apex of cornering. The purpose of hitting an apex is to maximize the speed of your vehicle, while also keeping the car grounded and the driver in control at all times.



Corner apex points have many variables. Below are the vital things to keep in mind when utilizing the apex.

- Braking point (How good are your brakes?)
- Turn in point (Be sure to begin turning at the right time)
- The Apex (The point closest to the corner)
- The position or direction of the next corner (This determines the angle you exit the apex at in order to complete the next turn properly)

## 22.0 Vehicle Pursuits

Vehicle pursuits can be very dangerous and must have strict guidelines. A member of command has the right to terminate any pursuit at any time. Command also has the right to change the following within reason.

- A vehicle pursuit should not be engaged without a severe misdemeanor or above offense.
- During a pursuit, only three vehicles should be following the suspect's vehicle
  - A fourth is allowed to run parallel or get ahead of the pursuit to place spikes
- If sufficient units are responding from the direct location patrol officers should remain in their respective zones for coverage.

Officer objectives are to end the pursuit in the safest way possible. Some of these tactics include:

- Road closures to limit suspect movements
  - Rolling Roadblocks
  - Spikes or Stop strips
  - Pursuit Intervention Technique (PIT)
    - **\*\* NOTE \*\*** PITs are considered to be Lethal Force, any attempt to deploy this tactic officers are required to request approval from a supervisor beforehand. Your request should include the following.
1. Current charges
  2. Subject and vehicle behavior
  3. Traffic and road condition

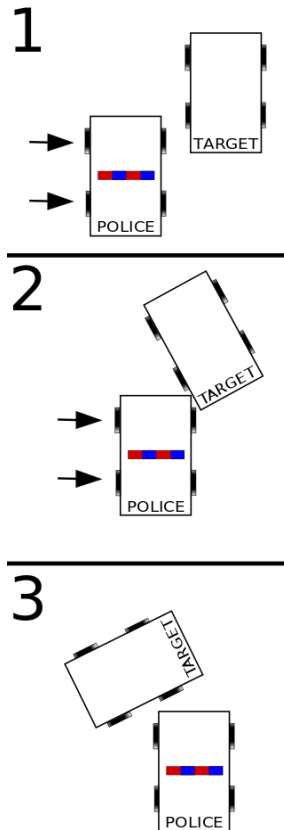
While pursuing a vehicle if you make contact with another driver (player). You are required to step down and check on the other vehicle. You are also required to roleplay out your injuries. Once the collision has been deemed clear you may continue pursuing the vehicle. If you strike a civilian (player) not in a vehicle you **MUST** stop and provide first aid and radio for EMS and such incidents must be reported **IMMEDIATELY** to a supervisor. **Failure to do so will result in Hit and Run charges against you and if found guilty immediate termination from the LSPD.**

At times a vehicle pursuit may be called off for a multitude of reasons. Pursuits should be called off for the following:

- Fleeing suspects behavior is extreme and endangers the lives of many officers and citizens.
- Available Air unit on duty and able to enter tracking mode.
  - Tracking mode is when pursuing officers step down from the pursuit and have an air unit track the subjects until a more suitable spot can be found to apprehend the subject(s).

### 22.1 PIT Maneuver

A PIT maneuver is authorized when speeds are under 75 mph in county limits and 60 mph in city limits. A supervisor must authorize the PIT maneuver. This allows the vehicle to spin out and aid in the detention of the suspects. The diagram below shows how a PIT is to be conducted.



## 22.2 Pursuit Guidelines

When initiating a pursuit below are the steps to have a successful pursuit and make sure all units are being advised of the situation, and direction of travel.

- **NO** officer should be ramming a suspect's car. Accidents happen, but we are not a bumper car server.
- During the pursuit, the lead vehicle will dispatch callouts until a secondary unit attaches. It is then their responsibility to assume callouts and update dispatch so the primary can focus on driving. If the primary vehicle has a passenger they will state they are a passenger in the primary vehicle and will provide callouts.
- Upon initiating a pursuit your priority is to radio out to dispatch informing them of the pursuit. Similar to a traffic stop, you should call out vehicle description, occupants, direction of travel, nearest postal occasionally, nearby landmarks, and speeds.
- During the pursuit be sure to keep your distance.
- If you wreck your vehicle you are out of the pursuit. You must call for a tow and roleplay your injuries. At no time may you rejoin the pursuit. If the pursuit turns to shots fired and officers need additional then you may rejoin.
- During a pursuit a signal 100 may be in effect and under those circumstances only the primary and secondary units should be on the radio.
- During a pursuit if ASU is operational and has a visual lock onto the vehicle, it will maintain callouts unless it announces that it has lost visual of the suspect.

## 22.3 Spike Strips

Spike strips are authorized in pursuits with supervisor approval. Spike strips are to be placed and communicated to the pursuit officers for them to be aware of the spike strips and their location. You will place the spike strips in the correct lane of travel while blocking the other lane with your vehicle. They should never be used if there is a two wheeled vehicle unless deadly force is authorized.

## 23.0 Traffic Stops

Lights & Sirens are required to initiate the traffic stop while also dispatching yourself. Your callout should include Vehicle description, location/direction of travel, number of occupants, and if you require additional units.

- a. Example of a proper radio transmission for traffic stop over dispatch; “100 to dispatch, show me Out with a green Nissan GT-R heading Northbound Elgin Ave. Nearest Postal XXX Vehicle is going to be occupied times 3, requesting one additional”.

Upon coming to a stop, make sure you position your vehicle at a 45° angle with your rear bumper to the curb to impede any traffic from striking you while you approach the vehicle.

Upon stopping a car, run the plate of the vehicle through the MDT system. This will allow you to know if it is registered and who the driver should be ahead of time, which allows you to check the owner for warrants. If the plate comes back that the owner has a warrant, then you should radio that you are in a code 5 stop while on whisper and ask for backup code 2 or code 3.

Once at the window, kindly ask the driver to roll down the window and proceed to introduce yourself. “Hello I am Lt. Farva with the Los Santos Police Department, do you know why I stopped you this evening”?

After this, explain the stop, and get the driver to hand you his/her License and Insurance as well as vehicle Registration (All Real Items) If he/she does not possess them then you will have another problem to deal with. Replacement Licenses can be obtained from City Hall, as can Insurance and Registrations. Once you have acquired the driver's paperwork you can then return to your cruiser and run the ID through MDT and radio your intentions quietly for any other officers on scene.

If all checks out, return to the vehicle and hand back the paperwork to the driver. At this point, it will be the officers discretion on how to proceed either with a warning, citation, or arrest. It should almost always be a warning or citation for most traffic stops. You may choose to impound their vehicle or arrest them if they are driving reckless.

If the vehicle does not bring anything up in the MDT, then it is considered stolen unless the RP is solid. This will remain officer discretion. If the vehicle is stolen or the suspect has warrants you will then switch to a felony traffic stop. If there is a vehicle with no license plate then it will be considered a violation of improper display of plates. You can roleplay out that you gathered the vehicle identification number off the vehicle.

## 24.0 Felony Traffic Stops

A felony traffic stop is similar to a regular traffic stop but is what we refer to as a “Code 5” stop. This will be done if the suspect is being arrested or detained for questioning due to various reasons. Below is how a proper Felony stop should be handled.

Upon stopping a vehicle for a felony stop you should call in additional officers as the goal will be to get the suspect in question out of the vehicle and into custody as fast as possible. (Reference the following picture)



Once additional officers arrive, the initiating officer will start giving commands to the suspect to exit the vehicle, and place his hands on his head. If the suspect complies, the initiating officer will then go in for cuffs and detain the suspect. One officer must be focused on the vehicle at hand. The driver should be taken out first and then all other occupants. RP it out that the driver brings back the vehicle keys with them.

**At NO time should any vehicles be parked in front of the suspects car. This is a line of fire hazard.**

## Scenario Responses

### 25.0 Robberies and Hostage Situations

#### 25.1 Robberies

When responding to robberies you will run code 3 to the robbery and reduce code to code 2 upon arriving. Upon arriving your first priority is to assess the outside area. You should do a quick once over before making contact. You are looking for the following; Cars (how many), other civilians, shooter vantage points, possible outside help, ect.

Once you are at the door, then you begin contacting the robber as follows, "Hello, this is <insert Name> with the Los Santos Police Department. Can you hear me inside?". From here you will be assessing whether or not there is a hostage. If there is no hostage, you will try to convince the suspect to exit peacefully. Breaching is a LAST RESORT, unless SRT is on scene. Patrol officers are not geared to breach into a building. Be sure to dispatch once you have confirmed the hostage situation.

#### 25.2 Hostage Situations

If during a robbery the robber reveals he may have a hostage the first goal is to get "proof-of-life". This is to verify that the hostage is indeed real, alive, and not injured. This is key because if the hostage is real, but is injured then officers know the suspect is aggressive and less willing to comply.

Once you have proof of life, you will then begin to calm both the hostage and the robber and begin negotiations. The only priority in a hostage situation is the hostage gets out ALIVE and UNHARMED. Catching the suspect is a lower priority. Preservation of life is the most important consideration when dealing with hostage situations. Remember that property can always be replaced whether that is done through a bank or insurance companies.

When the scene is clear ensure you search the hostage for any illegal items that pertain to the robbery itself such as hacker devices and dirty money. All other illegal items are not to be taken.

## 25.3 Negotiations without Hostage Present

The main goal is to have a peaceful resolution of the situation. As a negotiator you should attempt to talk the suspect down and have them come out peacefully. There is no guaranteed acceptance of demands when a hostage is not present. The best way to de-escalate the situation is to offer a connection to the suspect. Try to connect to them as a person, and relate. If this does not work, you will move into offering help with their future jail sentence they will be receiving. If all else fails, a last resort is a shootout that should be avoided at all costs.

- **Scenario A:** If a suspect does not surrender and tries to flee the scene without firing a weapon, causing bodily harm to anyone during the crime or escape attempt, Scene Command can then call for a non-lethal solution, or a pursuit. (Scene Command discretion based on the circumstances.)
- **Scenario B:** If the suspect has discharged a firearm and or caused bodily harm during the crime or escape attempt, Scene Command will deem them lethal and prepare to execute a coordinated effort with officers on scene to neutralize the suspect.

Patrol officers should not breach a building without prior consent from command. We always have the advantage of waiting for the suspect to come out.

## 25.3 Negotiations with Hostage Present

These situations are the most versatile situations you may ever face. Upon verifying proof-of-life and the number of hostages, you will then begin negotiations. The priority is to get the hostage out alive and safely. We can meet any demands the suspect wishes if reasonable. Should you tell them no, you are to explain why you can't meet a certain demand and offer an alternative. Nonnegotiable items include:

- Government Equipment
  - We cannot agree to give them police weapons, cars, tools, etc.
- Weapons
  - We cannot agree to give them firearms/weapons of any kind
- Money
  - We cannot exchange the hostage for money
- Evidence
  - We cannot agree to release evidence

If you are unsure if what the robber(s)/hostage taker(s) are requesting is something you should agree to, communicate with other officers on scene and speak with supervisors.

The goal is to not agitate the kidnapper(s), as this can lead to unnecessary actions from the kidnapper(s). There are 5 steps to a perfect negotiation, but perfect situations are extremely rare.

- **Active Listening:** Listen to their side and make them aware you're listening.
- **Empathy:** You get an understanding of where they're coming from and how they feel.
- **Rapport:** Empathy is what *you* feel. Rapport is when *they feel it back*. They start to trust you.
- **Influence:** Now that they trust you, you've earned the right to work on problem solving with them and recommend a course of action.
- **Behavioral Change:** They act. (And may come out with their hands up.)

In all steps, step 1 is the most vital and critical step. The biggest mistake negotiators make is attempting to start at step 4 or 5. This will cause most officers to fail during negotiations. Below are tips to having a successful negotiation:

- Listen to what they say. Don't interrupt, disagree or "evaluate."
- Nod your head, and make brief acknowledging comments like "yes" and "uh-huh."
- Without being awkward, repeat back the gist of what they just said, from their frame of reference.
- Inquire - ask open ended questions that show you've been paying attention and that move the discussion forward

- No one talks except negotiator and scene commander
- Lock plates or write them down for any vehicles in the area
- Maintain 360 coverage - ensure no one is on rooftops
- Make sure hostage is safe and has food/water
- Verify how many people inside/outside
- Effective Pauses - Pausing is powerful. Use it for emphasis, to encourage someone to keep talking, or to defuse things when people get emotional
- Repeating the last word or paraphrase the person said to show you're listening and engaged. Yes, it's that simple, just repeat the last word or two
- Emotional Labeling - Give their feelings a name. It shows you're identifying with how they feel. Don't comment on the *validity* of the feelings, they could be totally crazy, but show them you understand.

## 26.0 Shootouts

Seek cover and return fire. Ensure you have proper target acquisition. Make sure you know who you are shooting at and control your spread/recoil. Keep communications with dispatch and update other units on the event as it unfolds if other officers are injured or downed attempting to get them out of the line of fire. This should be an officer priority to respond to an officer involved in a shootout.

## 27.0 Drug Response/Suspicious Activity

It is imperative to respond to drug calls Code 1 as to not alert the dealer of your presence. Upon arriving in the general area, you should call dispatch and alert Code 6 to be looking for signs of possible hand-to-hand transactions. The only way to make a proper arrest is to witness the person handing a product to someone and receiving something in return (cash). The goal of drug enforcement is obvious, to keep the drugs off our streets and prevent potential fatal injuries related to drugs.

Treat locals and players the same. If you are approaching a group of locals and a player is amongst them, you must treat them all the same, and play searching for them and talking to them. You cannot solely focus your attention on the player as that is Power Gaming.

## Other Important Policies and Procedures

### Corruption

In some cities there are people who want to play the part of a corrupt police officer. For those people I am sure they can find many reasons why they want to RP in this manner. Here there is a Zero Tolerance policy for police selling or giving out any government property to a civilian. If an officer is found to be participating in corruption, they will be relieved of duty and subsequently deported. If that's how you want to RP, then this is not the place for you.

### Crim-Character Policy

Becoming part of the LSPD requires a certain kind of integrity and loyalty both to their departments and to the people we serve as well as commitment. Therefore, we state that if you intend to create a criminal character you will still be held to the policies of the LSPD. You will be expected to meet the activity requirements and follow the policies same as those who don't have a criminal persona.

Everyone knows that PD is the heartbeat of the city, if you're not in line to fill the commitments of the department please be responsible enough to choose a side. Investing time into training someone who doesn't intend to be working enough to fulfill commitments is very costly to the department. With this being said, Police can not utilize information received while playing their criminal persona, and their criminal persona can not utilize



information gained from their police persona. An officer with a criminal persona in a gang cannot achieve rank higher than Sgt.

## **Jurisdiction**

All Police have statewide jurisdiction resulting in their ability to enforce all penal code violations at any time. The LSPD and BCSO both have statewide jurisdiction. Officers for the LSPD are to concentrate on the city areas we are assigned unless there aren't enough deputies to cover the county and vice versa. We will always provide assistance when requested but after 5 officers are on duty stay within the city limits stated above, unless assistance is requested.

## **Pre-Duty Checklist**

1. Appropriate uniforms
2. Clock on
3. Ensure Proper Loadout
  - a. 1x Flashlight
  - b. 1x Taser
  - c. 2x Taser Cartridge
  - d. 1x Pistol or Glock
  - e. 5x Ammo
  - f. 1x Radio
  - g. 2x Heavy Armor
  - h. Evidence Bags
  - i. 1x Fire Extinguisher
  - j. 2x First Aid Kit
4. Use your radio, join dispatch (911), ensure a proper Radio Check and sign in 10-41 with Dispatch.
5. Obtain the proper vehicle for your duties
6. Do a full circle check of your vehicle, ensure lights and extras are where they are required.
7. Setup Radar and Plate Reader
8. Check in with Dispatch 10-8 (or In-service and available)

## **Defensive Tactics & Use of Force & De-Escalation**

### **Defensive Tactics**

To ensure your safety, and that of your fellow officers, you must seek cover immediately when shots are fired. During a shootout it is important to keep in mind what and who you are firing at, and also be aware of any other officers or civilians around you.

### **Use of Force**

Use of force is a phrase used to describe equivalent and necessary force on a suspect or suspects. An example of this would be a suspect who is using his fists, should not be considered a lethal threat unless they have the potential to fatally wound an officer or someone else. They must continue to be classified as a non-lethal threat which would only require you to use only your baton or taser in response to that threat.

When the use of force is necessary and appropriate, members shall use an escalating level of force and will not employ a more forceful measure unless it is determined that a lower level of force would not be adequate or such level of force is attempted and found inadequate. Officers should use the minimum amount of force necessary to accomplish the intended objective without impairing the safety of others.

Use of Force and Escalating Force is an important part of your job as a law enforcement Officer. Ultimately, our goal is to avoid force whenever possible. Starting with your voice to de-escalate a situation is always preferable to firing a weapon, lethal or non-lethal alike. Should you need to fire a weapon, be sure to follow the policy outlined below.

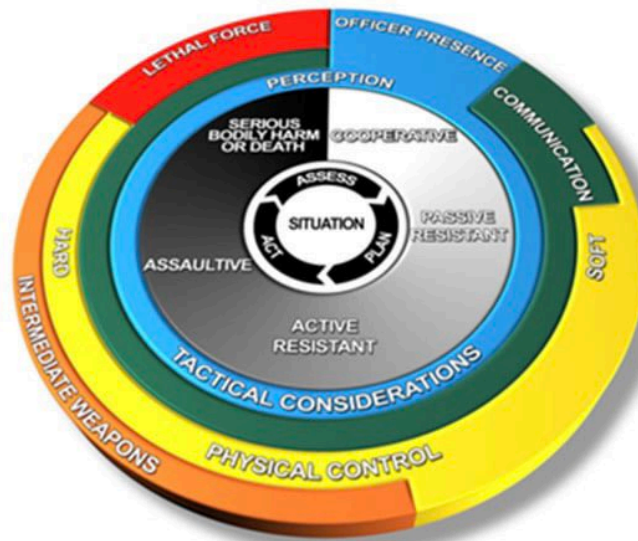
- If you are entering a life threatening situation where your life or the life of another is or could be threatened, you are to be prepared appropriately.
- Use your judgment, only use lethal force when you absolutely need to
- If found using unjustified lethal force, you will be suspended until an investigation has been completed, which may result in your dismissal from your department.
- If using non-lethal force you must state your intent to use non-lethal force
- If using lethal force you must state your intent to use lethal force
- Lethal force should ONLY be used in extreme circumstances where force is needed on a suspect, do not abuse this
- If a suspect becomes unruly or does not listen to lawful orders, non-lethal force may be used to subdue them after issuing a warning
- If a suspect pulls a weapon on you, you are authorized to use lethal force as needed
- No warning of non-lethal force is needed in the case of immediate life endangerment of yourself, a civilian, or another Officer

### **Escalation of Force Continuum**

In some situations, use of force will come into play. Be sure to use the de-escalation technique to try to avoid using lethal force on suspects. Lethal force should be reserved specifically for instances where you believe your life, or the life of another, is in immediate danger.

To properly de-escalate any situation you must remain professional, calm, and inform those involved that you are only trying to help them. The primary goal is to calm the individual down before the situation gets worse or out of control. Be sure when de-escalating to talk slowly, and clearly. Do not be condescending or disingenuous at any time. Remember it is not easy to de-escalate a situation when you are holding a gun on someone.

- **Verbalization** - Force is non physical. Officers are to issue calm, non threatening commands such as “Let me see your license and registration” Officers may increase their volume and shorten commands in an attempt to gain compliance. Short commands might include, “Stop” “Don’t move” or “Show me your hands.”
- **Less Than Lethal** - Officers use less than lethal technologies to gain control of the situation. This can be done with blunt force using a baton or flashlight or Conducted Energy Devices (CEDs) in the form of a taser that will emit a jolt of electricity from a distance to immobilize a combative or uncooperative individual.
- **Display Lethal Force** - Officers may withdraw a lethal service pistol and take aim at the suspect but not fire.
- **Lethal Force** - In any case where there is not an immediate threat to the life of you or a third party. The officer shall de-escalate and shall exhaust a form of less lethal means, and shall only employ deadly force when the suspect is an active immediate threat to your life or the life of another.



## Use of Taser

Your taser is equipped with a Safety lock. Pressing Z will secure the weapon and pressing it again will make the weapon hot. Your taser contains 2 cartridges that allow you to maintain control of up to 2 separate suspects at one time. Once your barbs have landed in the suspect, you do not need to hit them again with the second cartridge. You can continue to energize the barbs by pressing your PgUP or PgDown Keys (your HUD shows you which cartridge is selected). Your Taser is equipped with a targeting laser as well as a bright flashlight for accuracy. Activated by E and Q respectively. Barbs must be removed by EMS during medical treatment after all discharges. This is accomplished with the /removebarbs command. If a suspect gets more than 100' away from you the prongs will be ripped out of the suspect and you will no longer be able to energize the prongs.

## Report Writing

As a Law Enforcement officer you will be required to write many different types of reports. These include but are not limited to:

- Officer Involved Shooting (OIS)
- Arrest
- Incident
- Report (Statement from a citizen or event)
- Warrants
- Dispositions
- Affidavit

The list will keep growing. Officers must use common sense when writing reports. Remember the who, what, where, why, when, and how. If you were a Supervisor you would want your Patrol Officers to inform you of as much information as possible with regard to these subjects. Write each report with conviction as if it were going to be needed for court. One detail in your report may assist CID or another officer break a case. Ensure all your reports are written completely and thoroughly.

We understand that during your patrol you may not have enough time to write your report on the spot. You are given 24 hours in order to submit your incident reports. If you need more time, a brief statement with the who, what, where, why, when, and how even in point form will suffice as you write up the rest of your report. Photos, Evidence Box Numbers and Video links should all be attached and included in your reports.

## Media Interactions

ALL Media Interactions are to be handled by the High Command and never on the immediate scene. At NO TIME is a Cadet to speak with the media. Absolutely NO details of an ongoing investigation are to be released to the media at ANYTIME. On occasion High Command may ask for the release of specific information. Only then may you proceed with the release. If someone from High Command is unavailable your response to the media shall be "I am unable to provide any information at this time as this is an ongoing investigation." This policy will be strictly enforced. Wrongfully giving information to a media organization can destroy the integrity of an investigation and also feed information to the very suspects that we are looking to apprehend.

### **Department Issued Equipment**

Upon being hired by the LSPD you will receive access to the Department Armory. All Items in the armory are locked by rank and are recorded when removed. As your rank increases you will gain access to more items within the Armory. ALL people employed by the LSPD will be responsible for their equipment. ANY Equipment lost, stolen, or otherwise misplaced MUST be reported through your supervisor to Command within 24 hrs of the incident. Failure to do so will result in immediate disciplinary action up to and including termination. Pending an investigation and applicable criminal charges. Your equipment remains the property of the Los Santos Police Department.

### **Specialties**

Once an officer completes their cadet phase, they are able to apply to the specialties our department has to offer. Each officer is permitted to attain THREE Specialty Certifications. Each Specialty Certification has a limited number of slots on the roster. The allotments are as follows:

- H.E.A.T. -
- K-9 -
- C.I.D. -
- Marine -
- A.S.U. -
- Motor -
- S.R.T./S.W.A.T. -

All specialties have their own code-of-conduct and standard operating procedures. Upon applying to these divisions and being accepted, you agree to abide by their respective SOPs. Failure to do so can result in disciplinary action up to termination. For each specialty's SOPs, please refer to speciality command.

### **Dash Cameras**

Vehicle Dash Cameras are always on, and cannot be turned off. Please be advised at any time Command can review your dash cam footage.

### **Government Discordia**

All employees of the Los Santos Police Department are expected to review all documents in their respective documents section, as well as the joint communication section of the Discordia. You are also expected to view topics regularly for postings, updates to documents, training schedules and other information. We are expecting you to be responsible enough to review information given to you, therefore you will be held accountable for not knowing the information in the Discordia.

### **Non-Disclosure Agreement**

All employees in our departments will, upon their hiring, be required to sign a non-disclosure agreement. Any and all information obtained during LSPD operations or while in city in a law enforcement capacity is required to stay as such. ANY sharing of information outside of LSPD with family or friends will be considered an

immediate violation of LSPD policy and immediate disciplinary will ensue pending investigation and could lead up to termination.

## **Vehicle Impound**

To be added!

## **Weapons Licensing**

All members are responsible for issuing Weapons Licenses to qualified citizens of San Andreas. The weapon license procedure \_will be used by every officer. Please familiarize yourself with the instructions. Fingerprint and mugshot data is mandatory and any refusal to provide will disqualify the applicant from receiving the weapons license. Failure to abide will result in disciplinary action.

## **Controls and Other Police interactions**

Your F1 Menu, is your #1 utility. Included in your F1 Menu is the following.

- TO be added
  - o

### **Key Bindings**

- To be added