NEW ORLEANS POLICE DEPARTMENT OPERATIONS MANUAL

CHAPTER: 41.1

TITLE: DISTRICT PATROL FUNCTION

EFFECTIVE: 01/14/2018
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PURPOSE

The purpose of this Chapter is to define the principal functions of the Field Operations Bureau police Districts to ensure intra-organizational cooperation and information sharing.

GENERAL DISTRICT PATROL FUNCTIONS

1.   District patrol officers shall:
      (a) Patrol in clearly marked vehicles.
      (b) Patrol assigned geographic areas of the City of New Orleans.
      (c) Identify community needs.
      (d) Provide support and assistance to the community.
      (e) Respond to calls for service and assistance.
      (f) Act as a visible deterrent to crime.
      (g) Enforce state and local laws as directed by regulation or supervisors.
      (h) Respond to emergencies 24 hours a day, seven days a week.

2.   District patrol officers shall provide services within the limits of available District resources. These include:
      (a) Patrol directed at the prevention of criminal acts.
      (b) Patrol directed at the prevention and enforcement of traffic violations and traffic crashes.
      (c) The maintenance of public order.
      (d) The discovery of hazardous situations or conditions.
      (e) Crime prevention activities and community presentations.
      (f) Calls for service, both routine and emergency.
      (g) Investigation of both criminal and non-criminal acts.
      (h) The apprehension of criminal offenders.
      (i) The sharing of information between the patrol and other bureaus within the Department, as well as other government agencies.
      (j) The application of resources to specific problems or situations within the community that may be improved or resolved by Community Oriented Policing and problem-solving strategies.
      (k) Traffic direction and control.

INCIDENT REPORTS (EPR)

3.   An incident report (EPR) may be completed by any officer who receives criminal information. The report shall be processed and forwarded through the officer's regular supervisor approval and to the appropriate Bureau responsible for follow-up investigation (see: **Chapter 82.1 – Report Preparation**).

4.   Incident Reports (EPR) will be completed, reviewed and approved by a supervisory officer as per **Chapter 82.1 - Report Preparation**.

DISTRICT ROLL CALL AND ASSIGNMENTS

5.   District Platoon supervisors shall conduct Roll Call prior to the beginning of the tour of duty in accordance with **Chapter 41.2 – Roll Call.**

6.   Distribute patrol assignments and vehicles.

DISTRICT STAFFING AND ASSIGNMENT COVERAGE

7.   The Deputy Chief of the Field Operations Bureau or his/her designee shall utilize those members under his command, when necessary and designated as support units, to enhance city-wide coverage and assist district patrol units during days and times deemed necessary consistent with the principles of Unity of Command. (See also: **Chapter 11.0.1 – Duties and Responsibilities of District Commanders, Supervisory Members and Officers**).

 GEOGRAPHIC DIVISION OF FOB DISTRICTS

8.   The New Orleans Police Department divides the City of New Orleans geographically into eight (8) Police Districts each District commanded by a commissioned member of the rank of Police Captain.
    (a) Each Police District Commander will assign supervisory and patrol officers, in the form of platoons, to maintain 24-hour-per-day coverage to their area of responsibility.
    (b) District Commanders will ensure sufficient patrol personnel and supervisors are assigned each day to adequately cover their area of responsibility (within limits of assigned staffing levels).
    (c) Non-emergency requests for annual leave by District members shall be submitted through the chain of command with 30-day notice to allow adequate scheduling of personnel.
    (d) Regular days off (A.W.P. days) will be scheduled to ensure sufficient staffing coverage each day (within limits of assigned staffing levels).
    (e) District Commanders will ensure each platoon begins their tour of duty with a formal roll call as specified and outlined in **Chapter 41.2 – Roll Call**.