

New Orleans Police Department

Policy Manual

Rule 7: Department Property

1. USE OF DEPARTMENT PROPERTY

Employees shall use Department property only for the purpose for which it is intended and in accordance with the Department policies, rules, procedures, and orders. Employees shall exercise care in the use of all Department property and equipment and shall promptly report any theft, loss or damage of department property.

2. AUTHORIZED OPERATOR OF DEPARTMENT VEHICLE

Only licensed members who are authorized by their supervisor shall operate police vehicles.

3. CLEANLINESS OF DEPARTMENTAL VEHICLES

Employees assigned to operate police vehicles shall be responsible for the cleanliness of such vehicles during their tour of duty.

4. USE OF EMERGENCY EQUIPMENT

Employees shall not sound the siren or activate the blue light or other emergency device unless responding to an emergency assignment or when required in the actual and proper performance of a police duty or when so directed by the radio dispatcher or a Superior officer.

5. STATEMENT OF RESPONSIBILITY

Employees who become involved in an accident (while operating a Department vehicle) shall make no statement as to responsibility and shall not advise other parties involved that the City will pay for the damages resulting from said accidents even through they may be at fault.

6. OPERATION MANUALS

Employees shall be personally responsible for maintaining and updating their individual copies of the Department's Operation Manuals.

7. SURRENDERING DEPARTMENT PROPERTY

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When an employee resigns, is discharged, or ordered by his Commanding Officer, he shall surrender all departmental owned property and equipment.