



SOUTH MIAMI POLICE DEPARTMENT

GENERAL ORDER NUMBER: 6-4	DATE OF ISSUE: July 31, 2011	EFFECTIVE DATE: August 21, 2017	NUMBER OF PAGES: 04
CFA STANDARD: 2, 9, 10	NEW () RESCINDS () AMENDS (X) OTHER ()		By Order Of:  Rene Landa , CHIEF OF POLICE
SUBJECT: POLICE RESERVE PROGRAM			

CFA STANDARDS: 2.08, 9.06, 10.14
SECTIONS:

- 6.4.1 Policy
- 6.4.2 Organization
- 6.4.3 Responsibilities
- 6.4.4 Procedures

RESCINDS: All existing orders in conflict.

PURPOSE: To establish a policy and procedure for members of the South Miami Police Department Reserve Officer Program.

SCOPE: All departmental personnel.

POLICY: It is the policy of the South Miami Police Department to to provide assistance to the Patrol Section by providing Police Reserve personnel.

PROCEDURES:

6.4.1 POLICY:

It is the policy of the South Miami Police Department to provide assistance to the Uniform Patrol Division by providing Police Reserve personnel.

6.4.2 ORGANIZATION:

The Police Reserve Officer Program is a function of the Uniform Patrol Division.

- A. Reserve Police Officer:** A Reserve Officer is a “part-time Law Enforcement Officer” who is employed or appointed less than full-time, with or without compensation, who is vested with the authority to bear arms and make arrests and

whose primary responsibility is the prevention and detection of crime or the enforcement of penal, criminal, traffic or highway laws of the state.[CFA 2.08M]

Police Reserve Officers are bonded with public liability protection equal to that provided to full-time Officers, and are subject to and in accordance with the limitations as set forth by Florida Statute 768.28.

Police Reserve officers are bound to the same code of ethics and code of conduct as any City of South Miami employee as they represent the City when working in the uniform of a South Miami Police officer.

6.4.3 RESPONSIBILITIES:

The Police Reserve Officer Program's primary responsibility is to supplement the department's full-time Sworn Officers in the prevention and detection of crime and the general enforcement of laws while assigned specific police functions. To maintain status, Police Reserve officers shall maintain a minimum logged service time of sixteen (16) hours each month. The Professional Compliance Lieutenant is responsible for ensuring that all Police Reserve Officers receive state mandated training and firearm qualifications annually.

Police Reserve Officers will perform normal day-to-day activities under the direction of the Patrol Shift Commander. Normal day-to-day activities are considered any law enforcement function that will assist full-time personnel in the delivery of law enforcement services to the community. Part-time members are restricted in their ability to perform law enforcement duties to only those areas for which they have received training. [CFA 10.14M]

Police Reserve Officers will also perform those functions that are necessary to assist full-time officers in emergency situations. Depending upon assignment, duties may include, but are not limited to, the following:

- Assist the South Miami Police Department in safely directing the control of vehicular, pedestrian, and bicycle traffic.
- Assist the South Miami Police Department in controlling crowds at major events, gatherings, disasters, and any other special occasions which may cause a large crowd to assemble or traffic to congest.
- Enforce laws and ordinances directly related to assignment.
- Perform related duties as assigned in the South Miami Police Departmental Orders Manual regarding Reserve Police.
- Work extra-duty police service jobs only when full time officers have been given the opportunity to work the assignment(s) and vacancies still exist after the Extra Duty Coordinator has complied with the provisions of DO #6 Chapter 8 Section 8.5 "Extra Duty Police Work and Scheduling".
- Police Reserve Officers shall be compensated at the extra duty rate set by the City at the time of the assignment.

6.4.4 PROCEDURES:

Selection Process .[CFA9.06M]

Pursuant to Florida State Statute 943.13 all candidates must meet the following requirements minimum qualifications for appointment, and pass all applicable background checks. Certification as a Reserve Police Officer, an individual shall meet the following requirements of State Statute 943.13:

- Police Reserve Officer Candidates shall comply with the same eligibility requirements established for full-time Police Officers
- The selection process for Reserve Officer will be the same as that for full-time officer
- Police Reserve Officer must meet state minimum standards, which are established by the Criminal Justice Standards and Training Commission.
- Comply with mandatory retraining for continuing or education requirements.
- Participate in regular in-service training.

Personnel who are law enforcement officers pursuant to Florida Statutes, Chapter 943, and who are separating from the Department under favorable conditions may concurrently apply for appointment as a Reserve Police Officer upon separation provided that eligibility requirements are met. To meet minimum standards which are established by the Criminal Justice Standards and Training Commission, a retired Police Officer without recent experience as a full-time Sworn Police Officer must complete the departmental 320-hour FTO (Field Training Officer Program) and mandatory in-service which equal that required for full-time Officers performing the same duties and responsibilities.

Chain of Command:

Police Reserve Officers function under the direct authority of the Chief of Police. While working as a Police Reserve Officer in the Patrol Division, they are under the supervision of a Police Sergeant.

- Reserve Police Officers are bound by the same policies and procedures, as are the regular full-time officers.
- Police Reserve Officers hold the same rank unless delegated by the Chief of Police to act as the Program Supervisor.
- All Reserve Police Officers are subordinate to all full-time South Miami Police Officers.
- The Police Reserve Officer will obey all legal orders from within the normal chain of command, consistent with the Departmental Rules and Regulations until off duty.
- Police Reserve Officers have arrest powers, report to, and work under the general supervision of a full time officer.
- Although Police Reserve Officers may make lawful arrests, they are to be reminded that an arrest is usually followed by one or more court appearances in the forthcoming weeks. Since responding to a subpoena is mandatory, it is suggested that, whenever possible, the actual arrest and signing of the arrest affidavits be deferred to the full time officer in order to avoid unnecessary court appearances that may disrupt the Police Reserve officer's regular employment.

Duty Hours and Dress:

Police Reserve Officers shall serve and function as law enforcement officers only on specific orders and directions of the Chief of Police. To maintain status, Police Reserve Officers shall maintain a minimum logged service time of sixteen (16) hours each month. Their service time, as well as duties performed, must be documented. If a Police Reserve Officer fails to serve the required sixteen (16) hours during only one month, he/she shall make up the hours missed the following month or whenever possible. If any Police Reserve Officer goes sixty (60) consecutive days without reporting for duty, he/she will be removed from the program, unless there is a written justification for his/her absence from duty. All time spent by a Police Reserve Officer for in-service training will be applied toward the monthly minimum time.

The dress code requirements are the standard Police uniform. Police Reserve Officers shall wear the same uniforms and use the same equipment as regular full-time officers as prescribed by Departmental Orders.

Police Reserve Officers are required to wear the regulation uniform at all times while on active duty, unless authorized by the Chief of Police or his/her designee. Uniforms and equipment issued shall remain the property of the City of South Miami Police Department. Police Reserve Officers who terminate their assignment with the City shall immediately turn in all Department owned equipment and property.

Carrying Firearms On-Duty:

Police Reserve Officers shall only carry the department-issued firearms and ammunition during their scheduled tour of duty. Handguns shall be of a caliber and make approved by the Chief of Police.

Training:

Police Reserve Officers are required to attend the same statutorily required in-service training on the use of lethal and non-lethal weapons as full-time officers. Each Police Reserve Officer will be required to receive training on the use of force and qualify with their firearms annually.

From time to time additional in-service training is identified by the Department as mandatory training. Should this occur each Police Reserve Officer will be required to attend this training.

Compensation:

Reserve Police Officers will not be compensated for their assistance.

Retired SMPD Officers:

Retired SMPD officers who continue in service in the position of a reserve officer may wear the insignia of their previous rank and be addressed by their previous title, but they still must fulfill the duties and responsibilities assigned to all reserve officers. Their previous rank and title will be observed merely as a sign of respect for their previous active full time service.