



MYRTLE BEACH POLICE DEPARTMENT

GENERAL ORDER

Subject: *Exchange Training Program*

Number: *804-A*

Effective Date: *January 1, 2001*

Revised Date: *04-01-14*

Rescinds: *GO-004*
 401 - Exchange Training Program

Dated: *April 25, 2000*
 January 1, 2001

Approved By:

PURPOSE

The purpose of this General Order is to implement an Exchange Training Program between Detention Officers and Patrol Officers.

PROCEDURE

1. DETENTION OFFICERS/COMMUNICATIONS OFFICERS

- A. The Ride-Along Program is designed to allow:
 - 1) Detention Officers/Communications Officers to have an opportunity to observe Police Officers providing services within the community, thus affording Detention Officers/Communications Officers a clearer understanding of the duties Police Officers perform during their tour of duty;
 - 2) Detention Officers/Communications Officers to become more aware of what occurs on patrol and to better understand why an officer needs pertinent information about a call and the role they perform to complete each call safely and professionally;
 - 3) Detention Officers/Communications Officers to ride with the Patrol Supervisor (Patrol Sergeant or Corporal); riding with the Supervisor will not place anyone in any immediate danger or hinder the Police Officer from performing his duties;
 - 4) Each Detention Officer/Communications Officer the opportunity to ride with a Police Officer for a period of five (5) days under normal circumstances.
- B. The Detention Supervisor will be responsible for scheduling each Detention Officer/Communications Officer and documenting the Ride-Along Program. In the Detention Officer's/Communications Officers first

year of assignment, he/she will complete the five (5) day program; thereafter, each evaluation year, the Detention Officer/Communications Officer will complete an abbreviated one (1) day program. Documentation will be filed in the personnel file and training file of each officer.

- C. Transport officers certified to carry a weapon in the performance of their duties will not be allowed to carry their weapon in the program.
- D. Detention Officers/Communications Officers will not involve themselves in any police matter. They are only to observe.
- E. There will be only one (1) Detention Officer or Communications Officer at a time assigned to the program.
- F. Detention Officers/Communications Officers assigned will follow the direction of the Police Officer regarding emergency situations, ending the program, etc.
- G. Detention Officers/Communications Officers are not allowed to operate any equipment he/she is not certified for.
- H. Detention Officers/Communications Officers will abide by all safety rules and utilize all appropriate safety equipment provided; i.e., seatbelts.

2. PATROL OFFICERS

- A. This In-House Training Program is designed for:
 - 1) Patrol Officers to have an opportunity to observe Detention Officers providing services to the public, inmates and other officers. It will allow Patrol Officers to observe Detention Officers performing their duties;
 - 2) Patrol Officers to become more aware of what is occurring inside the Police Department and better understand why some information may be unobtainable as a call taker, inmate needs and the tasks Detention Officers/Communications Officers must perform to dispatch each call efficiently and professionally;
 - 3) Patrol Officers to work in the Detention/Communications Sections for a period of five (5) days under normal circumstances; i.e., Complaints –1 day; Communications-2 days; Jail-2 days.
- B. The Patrol Supervisor will be responsible for scheduling each Patrol Officer and documenting the In-House Training in his/her personnel file and training file.

- C. Patrol Officers will not be allowed to work the Jail without a certified Detention Officer present. Patrol Officers will be there only to observe the procedures for booking inmates and are not permitted to participate in the process.
- D. There will be only one (1) Patrol Officer at a time assigned in each area.
- E. Patrol Officers assigned to the In-House Training Program will follow the directions of the Detention Officer regarding emergency situations, ending the program, etc. The program must be completed during the Patrol Officer's FTO program in the first year of service. An abbreviated one (1) day assignment thereafter is required during each evaluation year.
- F. Patrol Officers are not allowed to operate equipment he/she is not certified for.
- G. Patrol Officers will abide by all safety rules and utilize all appropriate safety precautions.