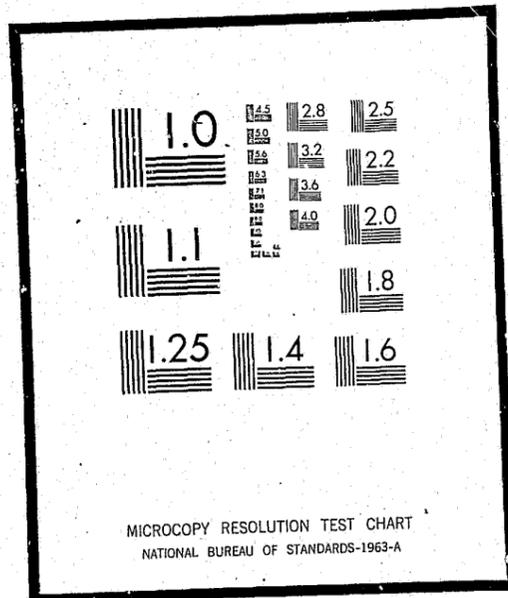


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LAW ENFORCEMENT ASSISTANCE ADMINISTRATION
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TRAINING BULLETIN

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ROUTINE PROCEDURES FOR ONE-MAN PATROL

SPECIAL INFORMATION:

This bulletin will be placed in the Patrol Procedures Manual. It will replace the bulletin entitled FIELD CONTACT REPORTS.

DISTRIBUTION INFORMATION:

Distribute this bulletin to all members and Communication Dispatchers.

This face sheet should be destroyed when the bulletin is placed in the manual.

• 29823

TRAINING BULLETIN



III - A

ROUTINE PROCEDURES FOR ONE-MAN PATROL

Bulletin Index Number: III - A

Master Alphabetical Index: Beat Health
Patrol, Covering the Beat
Patrol, Preventive
Patrol Procedures, Routine
Patrol, One-Man
Preventive Patrol

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INTRODUCTION

The majority of police departments in the United States today use one-man patrol units because the regular patrol or beat officer spends a large part of his time answering calls which do not require the presence of a second officer: calls for routine services, reports, and preliminary investigations of cold or non-violent crimes. The use of the one-man car system facilitates the provision of such services by allowing the departments to increase the number of cars simultaneously on the streets. This need not decrease the safety of individual officers, because more cover cars are available when assistance is required.

Police patrol in Oakland is based on the one-man patrol unit supplemented by tactical support. When a properly trained and equipped officer works alone, his safety will be enhanced if he consistently employs the procedures approved by the Department for one-man patrol.

An additional measure of safety for one-man units is provided by the procedures of the Department's Communication Section, which require that two units be assigned to such calls as family disturbances, crimes in progress, prowlers, and those involving dangerous suspects or mental cases.

Because the Department relied on a combination of one-man and two-man units for many years, and most of the officers in the Patrol Division are fully trained in the procedures for that form of patrol, the Department is in a period of transition as it moves toward full implementation of "Patrol 35." This bulletin is the first of a series on one-man patrol procedures which will be issued regularly during the coming months. The objective of the series is to provide the best information that can be assembled on the basis of experience in the field, published sources in and outside of the Department, and existing law. The procedures defined in the series constitute Departmental policy and shall be followed by officers assigned to one-man patrol units.

THE NATURE OF PATROL

What is patrol? What makes it efficient and effective? What are its goals and objectives? In particular, how do you patrol? Where? What do you look for? Who do you look for? These basic questions must be answered by each patrol officer every day if he is to patrol effectively.

The goals and objectives of police patrol are multifold:

- the enforcement of laws and ordinances which fall within the authority of the police;
- the control of crime; if this function is effectively discharged, many other police problems do not arise;
- the detection of crime;
- the apprehension of criminals;
- the maintenance of order and the preservation of peace; the police officer must resolve difficulties which do not always fall within the normal scope of his job;
- the discovery of conditions which adversely affect beat health and public welfare, such as unsanitary conditions, boarded-up buildings, and street hazards; and
- the provision of services.

The public appreciates the apprehension and prosecution of criminals, but it is mainly interested in the protection of lives and property. This need for service is addressed by the concept of beat health, which includes (but is not limited to) the security of premises, the elimination or reporting of conditions which contribute to neighborhood blight, and the concern of officers for the needs of persons residing, visiting, or doing business in their beat areas. An officer must plan his patrol in such a way as to meet the needs of beat health while he responds to the current crime patterns within his beat.

In terms of crime prevention, the objective is to create a belief on the part of the would-be offender that he will be apprehended if he commits any criminal act. Patrol attempts to create the impression that there is a police officer on every corner, or more importantly, just around the corner. The major forms of patrol are:

- foot patrol, which is used in business districts and other areas where there are concentrations of public hazards, and

- automobile patrol, which is used to cover larger areas.

Automobile patrols respond to calls and can arrive quickly at the scene of an emergency requiring the services of the police. Their response time often determines whether or not suspects are apprehended or further violence is committed. This bulletin stresses procedures for routine patrol by automobile and emphasizes the concepts of beat health and officer safety.

The Patrol Division is the backbone of the Police Department's operations. Careful and alert patrol by intelligent officers is the first line of defense against crime and urban blight. The officer on his beat doing the day-by-day work makes or breaks a law enforcement agency. The officer on patrol is the police department.

PATROL

The priority objectives of the patrol force in Oakland are:

- to provide rapid response to citizen calls for police services;
- to devote attention to beat health;
- to create an atmosphere of security for the public; and
- to prevent crime.

Beat Health. "Beat health" is a new phrase for an old concept. It has to do with the concern of an officer for the well-being of the area he patrols, the area in which people and property are entrusted to his care. Beat health is not a sentimental concept; it is a practical and realistic one, as police departments discover to their dismay when they become too remote from the people they serve. It is a matter of great practical importance to a police officer that people on his beat feel secure in their neighborhoods and that, as is their right, they feel free to call on him.

Beat health is:

- the concern of officers for the needs of persons residing, visiting, and doing business in their beat areas;

- the elimination or reporting of conditions which contribute to neighborhood blight;
- the discovery of conditions which adversely affect public welfare, such as unsanitary conditions, boarded-up buildings, and street hazards; and
- the security of premises.

Preventive Patrol. By devoting a proper proportion of your patrol time to crime prevention, you go far to achieving the overall purposes of patrol, and you save police time.

Crime results from a combination of two factors: (1) the desire to commit the act and (2) the opportunity. When either is absent, the act will not occur. Your task in preventive patrol is to eliminate or reduce the presence of these two factors. By doing so, you exert what is called a "deterrent effect."

Studies have shown that visible police officers are needed on the street to exert the deterrent effect. Your preventive patrol will be effective to the degree that you help to deter criminal activities in your beat area.

The types of crime which can be deterred by preventive patrol include burglary, robbery, and auto theft. There are also certain methods of operation which are clearly inhibited by effective, visible preventive patrol: window smash burglaries, strong arm robberies, purse snatches, car clouts, and accessory thefts. (Such crimes as homicide, forgery, and fraud are less likely to be deterred by preventive patrol.)

To the extent that we are unable to prevent crimes, you and other officers must cease patrol activity to devote the time necessary to their investigation. An interesting situation develops here: for each crime that we cannot prevent, a beat officer must conduct a preliminary investigation, and while he carries it out, he cannot conduct his patrol. This makes more crimes possible, and can lead to more investigations...until an upward spiral of crime develops. Such a spiral results in an increase in the cost of crime and a deterioration of the community and the public's sense of security.

Consider the impact of the fear of crime on people's lives. As far back as 1967, the President's Crime Commission found that forty-three percent of the people contacted in a survey reported that they stay off the streets at night. Another twenty-one percent said they always use taxis or buses because they are afraid to walk. Thirty-five percent said they would not talk to a stranger any more, day or night. Conditions have not improved significantly since then. When fear of crime becomes fear of the stranger, the social order has been damaged.

PREPARATION FOR PATROL

No one can perform a task satisfactorily without adequate preparation. This is particularly true in beat patrol where an officer is in constant contact with the public and must deal with problems directly. How well you prepare for each day's patrol will partly determine your success. The objectives of your preparation should be two-fold:

- (1) to obtain current information for your daily patrol plans and priorities, and
- (2) to assure yourself that you and your automobile are properly equipped.

Information. Among the sources of information available to you are:

- the daily Stolen Vehicle & License Plate listing (hot sheet) available in the lineup room;
- the Daily Police Bulletin available in the lineup room;
- the Recap Information Logs, available at Crime Analysis (Room 232) and elsewhere;
- Special Crime Problems Bulletins, available at Crime Analysis (Room 232) and elsewhere;
- the pin maps, located in Room B-48;

- oral briefings (descriptions) at lineups;
- recent Training Section publications (Information and Training Bulletins); and
- the social service agencies listed in the Departmental Report Writing Manual.

Additional sources of information can be found listed and described in Training Bulletin V-1, Sources of Information Within the Department.

To plan the priorities for your patrol, use the information on people and automobiles wanted for particular crimes which is given in offense reports and in oral descriptions provided at lineups. Also, use the Recap Information, the Special Crime Problems bulletins, and such other publications as are available. Review the pin maps for your beat and those adjacent to it.

Briefly review the vehicles listed on the hot sheet and read the Daily Bulletin thoroughly. As an aid to your memory, transfer vehicle descriptions from the Daily Bulletin to the hot sheet. Do the same with all other descriptions of vehicles obtained from the offense reports and oral descriptions. Note the appropriate Penal Code section next to each such entry.

The need for information cannot be overemphasized. You need it not only to keep yourself aware of current "wants," but also to develop your overall patrol effectiveness. Within every beat there are current crime trends and patterns. There are areas which need to be patrolled more than others. Each beat officer should know the best place for him to patrol at any particular time of the day on any particular day of the week. He should know what to look for and how best to look for it. He should know the hour-to-hour, day-to-day, week-to-week changes in the crime pattern so that he can adjust his patrol accordingly.

Equipment. Proper equipment is fundamental to effective patrol. Before going out on the beat you should make certain you are fully equipped. You will not have a partner to supply any equipment you forget. Some of the more important items to check are:

- revolver -- in operating condition and loaded with the correct ammunition;

- handcuffs -- positioned so as to be instantly useable (not double-locked);
- extra ammunition;
- protective vest;
- baton;
- whistle;
- flashlight with strong batteries;
- notebook and pen or pencil;
- field binder and all report forms;
- citation book.

Before taking a patrol vehicle out on the street you should satisfy yourself that it has not been damaged. You should look under the seats and in the trunk to assure that there is no unauthorized equipment, found property, weapons, or evidence in it. You should be sure that the automobile has been properly serviced and you should check the following items:

- radio;
- gasoline -- no less than 3/4 full;
- oil;
- credit card (with vehicle number);
- tires properly inflated (front, rear, and spare);
- lights -- including high beams;
- adequate flare supply;
- shotgun, operating properly with the chamber empty and at least four rounds in the magazine; and
- red light and siren.

When you receive the vehicle keys, transceiver and case from the officer you relieve, you should also check with him for information about any problems on the beat.

COVERING THE BEAT

Methods of covering a beat are many and varied, but the general guidelines listed below should apply in most situations. The patrol plans and priorities developed in your preparation at lineup should shape your application of them.

1. Go directly to your beat. Do not leave your assigned beat area for other than authorized police purposes prior to thirty minutes before the termination of your tour of duty without the approval of a district supervisor.
2. Make one quick trip around the perimeter, the main streets, and the major crime hazards.
3. Unless circumstances dictate otherwise, drive in the right hand lane at speeds of 15 to 25 mph, so that you can observe the areas you are patrolling.
4. Avoid any semblance of routine:
 - a. Occasionally turn around and retrace your route in order to dispell the idea that once you have passed through an area it will then be free of police presence.
 - b. Cut through alleys.
 - c. Try to turn corners as often as possible. This gives you the element of surprise and you are less easily observed by criminals.
 - d. Do not eat or have coffee at the same times or at the same places regularly.
5. Do not limit your patrols to the main streets.
6. Periodically stop, park among the other cars on the street, and observe. You may faithfully

patrol your beat, but unless you take time to observe the things around you, you will be defeating your purpose.

7. Get out and walk as often as is consistent with your other priorities.
8. Learn potential sources of trouble and hazards, especially the various places and business areas commonly attacked.
9. Learn all the physical aspects of your beat:
 - a. Learn the block numbers.
 - b. Always notice where you are. You should know your location instinctively.
 - c. Learn the escape routes (freeway entrances, major roads, etc.) which might be used by suspects and, for your own safety, stay alert to road repair work, sewer construction, and other such potential driving hazards.
 - d. Know the location of call boxes.
10. Be aware of what is normal. This will eventually teach you to recognize subconsciously anything unusual or abnormal during your patrol.
11. Develop a good rapport with as many of the people with whom you come in contact as possible. They can be sources of information about activities and events on your beat.
 - a. Newsboys, routemen, juveniles, clean-up and maintenance men, merchant patrol men, and other people habitually in specific locations at regular times often observe criminal acts or conditions which can contribute to urban blight but, frequently, they fail to come forward or they do not know what to do with their information. They simply wonder why no one else does anything. You should seek information from them.
 - b. Make an effort to know neighborhood improvement, community action, and home alert groups on your beat.

- c. Familiarize yourself with public and private agencies who can help you and the people on your beat. You should establish contact with the employees of other City departments. Who, for example, is the Oakland Housing Authority representative for your area?
- d. Know when businesses close for the night. This will help your preventive patrol, and it will enable you to aid citizens who need to know where to find gas stations, pharmacies, and other establishments at night.
- e. Be alert for opportunities to offer assistance to citizens in distress -- stranded motorists, lost children, and others.
- f. When possible, explain police objectives to citizens -- especially when you have stopped someone who is engaged in lawful activity.

If you fail to explain to a law-abiding citizen the necessity of stopping him on police business, serious results can occur which will directly damage your relationship to the people on your beat. Most citizens readily support you when they understand the surrounding circumstances.

- g. Bring a fair, reasonable attitude and an alert, courteous, and business-like manner to citizen contacts.
 - h. Devote no more time to a call than is appropriate, but avoid giving the impression of always being in a hurry.
 - i. Conclude contacts courteously.
12. Know each businessman and merchant on your beat, and the association to which he belongs.
- a. Suggest ways in which he can improve the security of his premises. Suggest methods

he can use to report criminal activity, and make use of relevant community relations pamphlets and other on-going Department programs.

- b. Discuss techniques he can use and things he should notice if he observes a crime. Point out aspects of his establishment (cluttered display windows, etc.) which might invite attack.
 - c. Discourage him from keeping large amounts of money in the premises.
 - d. Cultivate his willingness to cooperate with the police.
13. Use Insecure Premises Reports when you find windows left open or unscreened, and other conditions which offer opportunities for theft. When you encounter abandoned buildings which contribute to neighborhood blight, prepare Outside Agency Reports.
14. Follow your patrol plans and priorities, as you developed them on the basis of information obtained at lineup.
15. Note suspicious activities by people and vehicles. When you observe activities which indicate potential criminal conduct, request that the Communications Section place you out of service and observe the activity from a vantage point which gives you a low profile.
16. Call for assistance immediately when necessary. This is simple common sense; any officer would rather respond to your call than visit you at the hospital.

CONCLUSION

This bulletin presents a general overview of one-man patrol. It specifies procedures by means of which officer safety may be enhanced, beat health maintained, and crime reduced in routine patrol situations. It does not deal with subjects, such as felony car stops, which will be given detailed treatment in later bulletins.

END