



Ocean City Police Department

General Order

Subject: Saturation Patrol Program		No. G.O. 500 S-2	
Rescinds:	Amends: G.O. 500 S-2 (Dated 3/24/1995)	Related Directive:	
Approval Date: 9/29/2020	Effective Date: 10/2/2020	Distribution Date: 10/2/2020	Distribution Type: A
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TABLE OF CONTENTS

- I. Purpose
- II. Definitions
 - A. Take-home Vehicle
 - B. Eligible Members
 - C. Full Duty Status
- III. Policy
- IV. Procedures
- V. Program Administration
- VI. Appendices

I. Purpose

The purpose of this policy is to establish and maintain a program which allows eligible members of the Department, who live within the city limits of the Town of Ocean City, to be issued a take-home vehicle, during certain months of the year. The objectives of this program are to:

- A. Enhance police presence within the city limits.
- B. Deter crime.
- C. Supplement the on-duty police force.
- D. Increase the number of sworn officers residing in the city limits.
- E. Reduce vehicle fleet costs.
- F. Improve community relations.

II. Definitions

- A. **Take-Home Vehicle:** A marked, Ocean City Police Department vehicle.
- B. **Eligible Members:** A full-time sworn employee of Department who:
 - 1. Has successfully completed the mandated training requirements of the Maryland Police & Correctional Training Commission for certification as a police officer;
 - 2. Lives within the city limits of the Town of Ocean City; and
 - 3. Is assigned duties which normally require the wearing of a police uniform.
- C. **Full Duty Status:** When an employee of the Department is able to perform all the duties/responsibilities and essential job functions as outlined in their respective job description with or without accommodations.

III. Policy

The Department will designate a certain number of vehicles as determined by the Chief of Police or his designee (Commander of the Support Services Division), subject to availability, for issuance as take-home vehicles under the Saturation Patrol Program (SPP). The Department will designate a certain number of take-home vehicles for off-season use, and a certain number of take-home vehicles for year round use.

IV. Procedures

A. Program Requirements

In order to maintain on-going program participation, eligible members shall additionally meet and maintain the following:

1. Achieve and maintain an overall employee performance rating of "satisfactory".
2. Must be in Full-Duty Status.
3. Must complete and submit the "Saturation Patrol Monthly Report" on a monthly basis to the Services Management Commander.

B. Operation of Vehicles

1. Take-home vehicles may only be driven by authorized sworn members of the Ocean City Police Department. While using the take-home vehicle off-duty, members shall monitor the police radio on the frequency for the district in which the vehicle is being operated. Members need not notify the dispatcher when going in and out of service, however, the member must advise the dispatcher when responding to a call.
2. Members shall not use the take-home vehicle outside of the city limits except when authorized by dispatch during an emergency, or when authorized by the member's immediate supervisor for official business.
3. When operating a take-home vehicle off duty, the member must be armed with an issued or approved firearm, and shall carry their badge and Department identification card. Other enforcement equipment, such as an issued or approved ballistic vest, portable radio, CEW, handcuffs, and flashlight shall be worn/carried on the member's person or readily available in the take-home vehicle. These items shall be secured when the take-home vehicle is parked overnight. The take-home vehicle must be locked at all times when unattended.
4. Off-duty members operating take-home vehicles shall ensure that their dress and appearance does not reflect unfavorably on the Department or the police profession.
5. Take-home vehicles shall not be operated after the member has ingested any amount of alcohol. No alcoholic beverages shall be transported in the take-home vehicle, except when alcoholic beverages are seized as evidence or contraband.

6. Members authorized to operate a take-home vehicle, off-duty, must comply with provisions outlined in General Order 400 U-1 (Transportation of Passengers in Departmental Vehicles/Ride-Along Program), i.e. citizen passengers shall be required to sign a "Release and Indemnity Agreement". Whenever a member with a civilian passenger is in the proximity of a serious or life threatening call, that passenger must be discharged at a safe location prior to the member's arrival at the scene.

C. Off-Duty Enforcement

1. Off-duty members are required to respond to calls or incidents that come to the member's attention through any of the following means:
 - a. On-view.
 - b. Contact with citizens.
 - c. Radio monitored activity of a serious nature occurring within reasonable proximity to their location.
2. Off-duty members are required to perform traffic stops in those incidents where the violations are life threatening and require immediate action or when inaction may be viewed unfavorably by the public.
3. Members taking enforcement action when off-duty shall be compensated on an hour per hour basis, and shall not be entitled to call back pay.
4. Off-duty members shall utilize their identification number, followed by the letter "A" when transmitting radio messages; i.e. 8037A.

V. **Program Administration:**

- A. The Commander of the Support Services Division shall administer the SPP and shall be responsible for:
 1. Compiling SPP statistics, as directed by the Chief of Police.
 2. Conducting an annual management audit of the program.
- B. Participation in the SPP is a privilege and is extended only to those sworn members who meet the qualifications and maintain satisfactory performance in the program. Any action taken by the Chief of Police, or his designee (Commander of the Support Services Division) on the application for participation in the program, or any action taken to alter the status of any member of the program, shall not be considered a disciplinary action.

- C. The availability of take-home vehicles assigned to the SPP is subject to the needs of the Department. The primary need shall always be the availability of marked police vehicles for ON DUTY personnel of the Department. At the direction of the Chief of Police, or a Captain, SPP take-home vehicles are subject to immediate recall from off-duty personnel for redistribution to on-duty personnel.

VI. Appendices:

- A. Saturation Patrol Application
- B. Saturation Patrol Monthly Report



Date:

Applications for the Saturation Patrol Program must be renewed annually. This application is valid for a twelve-month period, expiring on September 30 of the following year. Applicants are subject to all conditions as enumerated in G.O. 500 S-2 Saturation Patrol Program. Fill in the blank spaces or check the applicable blocks. Place point values in the right column.

Applicant: Rank: -- select --
Date of Hire: Assignment:

Eligibility Points: Personnel applying for the Saturation Patrol Project shall be ranked based upon the criteria listed below. Place the correct point values in the far-right column.

I. Use of Vehicle during primary duty

Those personnel assigned to uniform patrol enforcement duties (Patrol Division). The SPP will enable them to utilize the vehicle every day during the course of their primary duties. (5 points) 0

II. Supervisor Duties

Those personnel able to provide supervisory direction from an off-duty capacity, regardless of assignment. (Sgt - 5 points, Cpl - 4 points, PFC - 2 points, Ofc - 1 point) 0

III. Seniority

Calculated at 0.1 points per year of service with a maximum allowable point accumulation of 2.5 points. 0.0
Years of Service: 0

IV. Call-In Responsibility

Add two (2) points for every duty which may require a call-in from off duty.

- a) QRT (Tactical or Negotiator)
- b) Intoximeter Operator
- c) Drug Recognition Expert
- d) Accident Reconstructionist 0
- e) Evidence Technician
- f) Peer Support
- g) Mounted Officer

Number of Duties: 0

Total Points 0.0

This application must be submitted through the Chain of Command AND receive supervisory endorsements. Comments should be written in the body of the email and forwarded electronically.

Immediate Supervisor: Accept Reject

Division Commander: Accept Reject

