


<b>NORTHAMPTON POLICE DEPARTMENT</b> <b>Administration &amp; Operations Manual</b>		
<b>Policy: Specialized Assignments</b>		<b>AOM: A-112</b>
Massachusetts Police Accreditation Standards Referenced: [16.2.1], [16.2.3]		Issuing Authority <hr/> John D. Cartledge Chief of Police
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## I. Discussion

While most of the functions of the department are performed by officers working in the capacity of patrol officers, there are certain functions that are better performed by officers in specialized assignments. The necessity for the establishment and retention of those assignments is determined by the Chief of Police.

The specialized assignments currently in existence are as follows [16.2.1]:

- A. Detective
- B. Highway Safety Officer
- C. Bicycle Patrol Officer
- D. Cruiser Maintenance Officer
- E. Crime Scene Services Officer
- F. Field Training Officer
- G. DART Officer
- H. Police Officer assigned to the Detective Bureau

Such assignments are established to fulfill a special need or accomplish a special purpose. Those selected for special assignments shall be provided with training commensurate with the duties and responsibilities for their respective assignments.

## **II. Special Assignments, Purpose & Reason for Implementation** [16.2.1] [16.2.3]

### **A. Detective**

Police officers assigned as detectives conduct investigations into matters, which because of seriousness and/or complexity, require special skills and training. The assignment of a detective was initiated due to the fact that it is not practical for patrol officers who do not have the necessary specialized training, to conduct major and/or lengthy investigations.

### **B. Highway Safety Officer**

The highway safety officer is an accident re-constructionist, who in addition to performing patrol duties, investigates fatal or other serious motor vehicle crashes, as well as assists the department in other traffic safety related matters. This assignment was implemented to enable the department to more effectively investigate and determine the cause of serious motor vehicle accidents and to reduce its dependency on the assistance of outside agencies.

### **C. Bicycle Patrol Officer**

The bicycle patrol officer assignment provides a more mobile alternative to the use of a foot patrol officer. The increased versatility of this assignment allows for more rapid response to calls and for expansion of patrol areas, while still enabling the officer to engage in community policing activities. This assignment was implemented in order to more effectively utilize personnel resources and to better provide for the patrol of areas not readily accessible to cruisers, such as the bike paths/trails.

### **D. Cruiser Maintenance Officer**

The officer in this assignment performs non-mechanical repairs and other maintenance, facilitates mechanical repairs by outside vendors, and carries out other maintenance related duties in order to keep the department's vehicle fleet safe and operational. This assignment was implemented to more efficiently deal with cruiser repair and maintenance issues and to reduce both repairs cost and vehicle downtime.

### **E. Crime Scene Services Officer**

Officers in this assignment are the identification, collection and processing of physical evidence. This is a long standing special assignment implemented to insure the continuity

and integrity of evidence and the compliance with the ever changing legal requirements for handling of evidence.

#### **F. Field Training Officer**

The Field Training Officer (FTO) is responsible for training recruits upon graduation from the Academy. This training includes Massachusetts General Laws, as well as Departmental policies and procedures. The FTO is responsible for evaluating a recruit after each shift to document their progress through the Field Training Evaluation Program.

#### **G. Drug Addiction and Recovery Team Officers**

These officers maintain their regular patrol duties and also monitor police activities that are documented as a person who overdosed on drugs, committed a crime due to drug addiction, or has otherwise been identified as having a drug addiction. DART officers attempt to reach out to this person to provide support, treatment options, and other assistance that may be necessary.

### **III. Selection for Special Assignments**

Under the provisions of the collective bargaining agreement, all full-time officers are eligible to apply annually for any special assignments. However, the Chief of Police maintains the right to select those officers, who in their judgment, are the best qualified for those assignments.

### **IV. Review for Continuation of Assignments [16.2.1]**

Annually, prior to the establishment of assignments for the next calendar year, the Administrative Division Commander shall review each and every special assignment and make a recommendation in writing to the Chief of Police as to whether such assignments should be continued.