

**TYLER POLICE DEPARTMENT
GENERAL ORDER**

05.800

DINING DURING DUTY HOURS

REVISED 05/04/12

EFFECTIVE 03/01/96

05.801 PURPOSE

This Order defines the methods used for meal breaks. This order also defines the number of Officers and marked units that may be at the same location at the same time. Finally, this order suggests where an officer should eat if practicable.

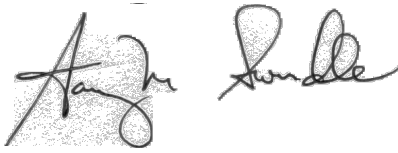
05.802 PROCEDURE

- A. When an officer wants to eat, the officer will ask the "Channel 1" dispatcher, "Am I clear for break?" The dispatcher will advise "Yes" if no priority calls are currently being held in the beat/district the officer has responsibility.
- B. Once the officer arrives at the eating location, the officer will inform the "Channel 1" dispatcher of the officer's location. The officer will then have thirty minutes from that point in which to eat. No part of the officer's break may intrude into the last hour of the officer's tour of duty. If a priority call is received by the Communications Center during this thirty-minute time period the call will be dispatched to any available unit in the beat. In the event no officer from the beat is available, the dispatcher will assign the call to any unit available to answer the call. In the event that there is no other unit available to answer the call and it is a "Priority 1" Call, the dining officer will be contacted by radio and will be required to respond immediately to the call.
 - 1. To prevent officers from being returned to service while dining, officers should consider how many other officers from their beat are already out eating prior to making the decision to dine.
 - 2. Supervisory personnel are authorized to perform the function of a back-up officer. This may decrease the need for officers having to be returned to service due to the receipt of a priority call. Supervisory personnel should monitor the radio closely during peak dining periods to offer assistance with the call load whenever such action would be appropriate.
- C. When an officer asks on "Channel 1", "Am I clear for break" the dispatcher will advise the officer if a "Priority 2" call is being held. The dispatcher will advise the inquiring officer of the time this "Priority 2" call was received by the Communications Center. All "Priority 2" calls must be dispatched within 60-minutes of receipt. Upon receipt of this information the inquiring officer has two options:
 - 1. The officer may calculate that enough time exists to eat and return to service prior to the expiration of the 60-minute time limit. If so, the officer may decide to eat prior to responding to the call. The officer understands that upon returning to service the "Priority 2" call will most likely be waiting for assignment once the officer returns to service. This will vary depending on the number of officers assigned to the different areas/beats.
 - 2. There may not be enough time for the officer to dine and return to service prior to the expiration of the 60-minute time limit. If so, the officer will answer the call. Upon the officer's completion of the call the officer would again comply with Paragraph 1 of this order, if the officer still wishes to eat.
- D. If the Communications Center receives a "Priority 2" call for the area in which a dining officer has responsibility, the Communications Center will attempt to dispatch the call to another officer that may also have responsibility for the same beat. If no other officer is available, the Communications Center will hold the call. Upon the dining officer returning to service, the Communications Center

will dispatch the officer returning to service to the call.

- E. Only two marked units or four motorcycle units are authorized to be parked at the same location at the same time. No more than four uniformed officers are authorized to eat at the same location at the same time. The number of marked units and the number of uniformed officers does not include supervisory personnel. A supervisor may authorize a deviation of this policy with consideration of the public perception presented when there are more uniformed officers or marked vehicles than allowed by this policy at the same location.
- F. Whenever practical, officers should try to eat in close proximity to their assigned areas. This decreases the amount of travel time to and from eating as well as decreases response time in the event an officer is required to return to service due to the receipt of a priority call.

Approved: 05/04/12

Two handwritten signatures in cursive script, one on the left and one on the right, appearing to be in black ink on a light background.