

# DALTON POLICE DEPARTMENT

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## I. Policy

It is the policy of the Dalton Police Department to maintain a volunteer-based program to assist Officers with community tasks and other duties.

## II. Objectives

The mission of the volunteer program is to serve as a volunteer support service to the Dalton Police Department, enhancing their effectiveness of community policing through the provision of administrative, patrol, and support services when requested or required by the Department. The objectives and purposes of the volunteers shall be:

- A. To provide the Dalton Police Department with professional assistance in aspects of community policing efforts.
- B. To assist the Officers of the Dalton Police Department with non-enforcement functions and the completion of their duties, subject to specific guidelines of conduct and responsibilities.

## III. Qualifications of Volunteers

- A. Qualifications for volunteers shall include the following, at a minimum:

- 1. Explorer Program

- See directive GO93-4.18, Ride-Along Program - Explorers and the Explorer Program Standard Operating Procedure

- 2. Chaplain's Program

- See directive GO88-3.13, Chaplain Program

- 3. All Other Volunteer Positions

- a. Have obtained a minimum age of twenty-one (21).

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- b. Have completed an application for the volunteer program and have passed a background check.
- c. Have completed the minimum forty (40) hour ride along with a PTO or Supervisor within one (1) year.
- d. Have completed GCIC Security and Integrity training.
- e. Have completed any additional training assigned in relation to volunteer assignment.
- f. Possess a high school diploma or GED.

IV. **Admissions Procedure**

A qualified applicant for admission shall complete an application form prescribed by the Chief of Police, disclosing their qualifications and reasons for participation in the program. After a completed background check, the volunteer's application package will be forwarded to the Chief of Police for review. The Chief of Police will then accept or reject the services of the prospective volunteer.

V. **Guidelines of Conduct**

- A. The volunteer shall at all times recognize that the volunteer is not a sworn Officer and is serving in a support role for the Dalton Police Department. The volunteer and does not assume any legal authority beyond those granted to any citizen.
- B. The volunteer shall adhere to a strict policy of non-physical contact with any suspected violator of public laws, except in the event of an emergency situation where immediate action must be taken to ensure the public's or an Officer's safety.
- C. The volunteer shall not carry weapons, lethal or non-lethal, nor display any evidence of assumed authority, excluding equipment that may be specifically assigned or provided by the Dalton Police Department.
- D. Volunteers, from time to time, may receive confidential information at the discretion of the Dalton Police Department, including but not limited to: the progress of an investigation, a known or reported law violation, or the condition against which action is to be taken at a future time, or any proposed law enforcement operation. Such information shall be held in confidence and not provided to any other non-authorized party.
- E. No volunteer shall belong to or support any organization whose goals and objectives may be in conflict with the generally recognized duties and responsibilities of the Dalton Police Department in assuring public safety.
- F. No volunteer shall conduct himself or herself in a manner which would bring discredit to himself or herself, members of the Dalton Police Department volunteer Organization program, or the City of Dalton.

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- G. No volunteer shall publicly criticize any official action of the Dalton Police Department or any of its members.

VI. **Identification**

- A. Volunteers will be issued a photo identification card by the Dalton Police Department. This Identification card is to be prominently displayed at all times while the volunteer is engaged in official activities.
- B. Volunteers shall coordinate any efforts with the Supervisor in charge of their respective assignment before they enter into any official action on behalf of the Dalton Police Department.
- C. **The** official uniform or identifying apparel shall not be worn in public unless the volunteer is operating in an official capacity as a volunteer.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

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