

D. Duties of a Patrol Officer:

1. be responsible for the efficient performance of his/her duties consistent with the policies and procedures of the Department.
2. Exercise authority consistent with obligations imposed by his/her oath of office, and be accountable to his/her superior officers, promptly obeying all legitimate Orders.
3. Maintain harmonious relationships with associates.
4. coordinates his/her efforts with those of other members of the Department.
5. Communicate to his/her superiors and coworkers all information he/she may obtain.
6. be able to work when notified in case of emergency, and be prompt for all Assignments.
7. Conduct himself/herself in accordance with the Code of Ethics.
8. by study and research, become familiar with advanced techniques and ideas Designed for police performance.
9. Assist in the Department's program for;
 - a. Improving efficiency and cooperation in areas of common Responsibility.
 - b. Advancing public relations.
 - c. Proper and economical use of Department property and equipment.
10. Acquire and record information concerning events that have taken place since his/her last briefing.
11. Report for duty at specified times, physically and mentally fit, neatly and properly groomed, and with prescribed equipment.
12. Dedicate the maximum possible time to the performance of his/her basic Duties.
13. Maintain his/her arms and equipment in a functional and presentable Condition.
14. Make all reports in conformity with procedures for their accurate and complete preparation.
15. Exert every effort to satisfy the needs of citizens requesting service.
16. be sensitive to the conduct of juveniles, and existence of hazards that are affecting them.
17. Ensure the civil treatment and the observance of rights of all persons within the scope of his/her authority.
18. be accountable for the securing, receipting, and proper transportation of all Evidence and property coming into custody.

19. be alert to group tension.
20. be alert to the conditions tending to cause crime, take preventative action, and notify superiors.
21. Provide prompt and adequate assistance to all sick, injured, or destitute Persons.
22. Familiarize himself/herself with Department policies and procedures concerning;
 - a. Complaint reception and public information.
 - b. Police records maintenance, storage, and processing.
 - c. Communication (both radio and telephone).
 - d. Identification of persons by technical processes.
 - e. Building and vehicle maintenance and management.
 - f. Property and evidence receiving, safekeeping, distribution, and control.
23. Comply with the rules and regulations of the Bureau of Correction, PA Dept. Of Welfare, and the Department concerning lock-ups.
24. Provide the Chief of Police with suggested modifications, additions, and Revisions to the manual to be submitted to the Commission.
25. Supervise all public places within his/her area of responsibility and enforce the laws, ordinances, and regulations concerning their operation.
26. Before and after his/her tour of duty, inspect the vehicle assigned to use and Report any damages or deficiencies to a supervising officer.
27. Competency while on duty:
 - a. Each Officer shall maintain a sufficient degree of competence to properly perform and assume all responsibilities peculiar to his/ her Position in the Department.
 - b. Each Officer shall coordinate his/ her efforts in such a manner as will tend to establish and maintain the highest level of efficiency in Carrying out the directives of the Department.
 - c. The fact that an Officer was deemed competent at the time of Employment shall not preclude a judgment of incompetency as a . Result of his/ her performance of duty at a later time.
28. Demonstration of incompetency:

The following may be considered evidence or demonstration of incompetency:

 - a. a lack of knowledge or application of laws to be enforced.
 - b. Apparent willingness or inability to perform assigned tasks.
 - c. Failure to conform to work standards as established for his/ her rank or Position.

d. Repeated disciplinary actions as a result of infractions of Department Regulations.