

GENERAL ORDER 53.1.1

Line Inspections

GENERAL ORDER CROSS-REFERENCE: None.

SUMMARY

Establishes the responsibilities and procedures for the inspection of equipment and facilities.

DISCUSSION

None.

POLICY

I

Inspections are conducted at the division, watch and unit levels. Although additional items may be included in the inspection, the following shall be subject to inspection:

1. Facilities, property and equipment assigned to the component
2. Division vehicles
3. Weapons
4. Uniforms
5. Personal appearance
6. Other equipment

II

Supervisors shall conduct routine, informal daily inspections of their personnel.

III

. The Administrative Sergeant, or designee, shall inspect all vehicles monthly. The safety committee shall conduct quarterly inspections of vehicles and facilities as required by OAR 437-40-047 (7) (b). The Chief of Police will appoint a division commander to conduct annual inspections of facilities. Each member shall daily inspect all assigned equipment and their vehicle, and report any deficiencies to their supervisor.

IV

The SWAT Commander shall ensure that equipment most commonly used by SWAT in unusual occurrences is inspected at least monthly.

V

Division commanders shall ensure discrepancies are promptly corrected.

VI

An electrical generator, located in the north parking lot of the police department, provides emergency power for vital communication and lighting circuits in the event of failure to the primary power source. This unit shall be tested weekly and maintained by the Public Works Department. Any failures shall be immediately forwarded to the Services Bureau Commander for repair.

VII

Inspections shall be conducted in a manner determined by the supervisors charged with the inspections.

VIII

Inspections which determine a safety hazard require written documentation of the hazard. The Chief of Police may also require any inspection to be documented in writing.

IX

Supervisors shall follow-up to check that necessary corrective action has been taken at the next scheduled inspection date.

Richard L. Lewis
Chief of Police