



SAN ANTONIO POLICE DEPARTMENT GENERAL MANUAL



Glossary

	<u>TERM</u>	<u>PROCEDURE</u>
Aa		
	Abandon Pursuit Means the voluntary withdrawal from a pursuit by the primary vehicle driver, the secondary vehicle driver, or by any additional officers who are authorized by the managing supervisor to engage in the pursuit.	609, 620
	Access Area Means a readily accessible place where a weapon could be concealed and used in assaulting an officer or other person. Such place includes, but is not limited to: <ol style="list-style-type: none"> 1. The passenger compartment of an automobile; 2. Various parts of the human body; and 3. Unlocked hand-carried cases, packages, purses, and bags. 	508
	Access Card Means a device issued to and carried by authorized personnel, which allows entry into controlled access areas depending on the level of authorization at the time of application and issuance.	317
	Accredited College or University Means an institution of higher education that is accredited by its state education department, and by either the Southern Association of Colleges and Schools or a similar regional association recognized by the United States Department of Education. In cases where the validity of a college or university accreditation is raised, outside of this definition, the Chief, at his discretion, may accept or reject the question of any university's accreditation.	920
	Active Resistance Means the resistance offered by an individual in the form of active physical aggression towards an officer or another person and includes the threat of or actual use of a weapon by an individual against an officer or another person.	501
	Active Shooter Is an individual actively engaged in killing or attempting to kill people. In most cases, active shooters use firearms and there is no pattern or method to their selection of victims. An "Active Shooter" includes anyone who uses any deadly weapon (knife, club, explosives, etc.) to systematically or randomly inflict death or serious bodily injury.	809
	Active Shooter Incident Incidents where "one or more subjects participate in a random or systematic shooting/killing spree, demonstrating their intent to continuously harm others. An Active Shooter's overriding objective appears to be that of inflicting death or serious bodily injury on a mass scale, rather than criminal conduct such as robbery, kidnapping, etc."	809
	Administrative Duty Means the job tasks which do not require an officer to exercise arrest authority as a primary function of his position.	908
	Administrative Leave Means a member's absence from duty with pay, approved by the Chief of Police.	908
	Administrative License Revocation Means the administrative process to suspend the drivers' licenses of persons who either refuse or fail a breath or blood test.	507
	Administrative Reports Means reports generated on a daily, weekly, monthly, quarterly, semi-annually or annual basis, when applicable, that inform officers of operations or activities within the Department.	326
	Administrative Review Means a documented review of an incident or occurrence prepared for the Chief of Police, or his designee, to determine whether policy, training, equipment, or disciplinary issues should be addressed.	306, 604, 705
	Air Carrier Aircraft Means any aircraft used for the purpose of regularly scheduled passenger or cargo transportation, with a gross weight of over twelve thousand five hundred (12,500) pounds.	805
	Air Cartridge Means a device that propels two metal probes connected to the weapon by insulated wires that are designed to transfer electrical voltage. A single use item identified by a serial number. The cartridge is tamper resistant and is sealed with the AFID system in place.	512
	Air Quality Health Alert Day Means a day when atmospheric conditions exist which may result in an ozone level that exceeds 0.075 ppm.	304
	Airport Operations Area (AOA) Means a secured, "sterile" area of the airport limited only to the access and movement of aircraft, marked vehicles, and persons with authorized clearance. This area is distinguished by fencing surrounding the perimeter.	805
	Alert III Means a declared civil on-airport emergency involving a fallen aircraft, initially activating Airport Fire Rescue, Emergency Medical Service, and Airport Police Section.	805
	American Sign Language Means the signed or written language used by most deaf or hard of hearing persons.	612
	Anti-Felon Identification (AFID) Means confetti-like discs that disburse at the time that an ECD cartridge is fired. Each AFID is imprinted with the serial number of the cartridge from which it was fired.	501, 512
	Apparent Sudden Death Death occurring rapidly and generally unexpectedly.	704
	Approved Ammunition Means ammunition which has been inspected, approved, and documented by the Firearms Proficiency Control Officer or the Training Academy Commander's designee for use in authorized weapons.	309



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	evidence is not considered a body cavity search.	
Body Modification	Body modifications include, but are not limited to tattoos, unauthorized body piercings, intentional scarring, intentional mutilation (a deliberate, intentional injury to one's own body that causes tissue damage or leaves marks for more than a few minutes), and brandings.	310
Body Worn Camera (BWC)	Means a bodily worn digital recording system and its components used to record audio and video during police interactions.	410
Bomb Threat	Means an expressed intention to detonate an explosive device.	803
Boxing-In	Means the intentional movement of authorized vehicles in front of and behind the suspect vehicle when the vehicle is at or near a complete stop to prevent the suspect vehicle from fleeing. Incidental contact of the vehicles may occur if the suspect vehicle attempts to flee and should not be considered a chargeable accident.	609, 620
Brandishing/ Displaying Firearm	Means an officer has his/her firearm out of its holster for his/her safety and includes pointing a weapon at an individual while lawfully exercising his/her police authority.	501
Breath Test	Means the taking of a breath specimen through the use of an Intoxilyzer to determine the Blood Alcohol Concentration (BAC) of a suspected intoxicated driver.	507
Cc		
Call-Out	Means the return to duty by an officer when such officer is instructed to report for duty by an appropriate supervisor or authority.	313
Caravan	Means operating emergency vehicles in a line or alongside each other in a pursuit.	609, 620
Catastrophic Illness	Means an illness that is life threatening (i.e., cancer, heart attack, etc.).	328, 915
Certificate	Means the State Treasurer has received cash or securities in lieu of insurance or a certificate of self-insurance is on file with the State.	607
Chain of Command	Means the unbroken line of authority extending from the chief of police through a single subordinate at each level of command down to the level of execution.	200
Chaplain Coordinator	Means a member of the Volunteer Chaplaincy Program with one year of service with the program and who is appointed by the Chief of Police.	328
Chemical Test	Means the breath test or the voluntary or mandatory blood test for determining the suspects Blood Alcohol Concentration or drug usage, and a urine test conducted for determining drug usage, but does not include the portable breath test.	507
Chief's Use Of Force Review Board	The Chief's Use of Force Review Board meets monthly to review Use Of Force reports from across the Department to identify any policy or procedural deficiencies, as well as for training and tactical anomalies.	501
Child	Means those definitions prescribed within the Texas Penal Code, the Texas Code of Criminal Procedure, and the Family Code as applicable.	602, 604
Choke hold	See Lateral Vascular Neck Restraint (LVNR)	501
Child Abuse	Means those definitions prescribed within Texas Family Code section 261.001 and may include the elements of the offenses of Injury to a Child, Abandoning or Endangering a Child, and Capital Murder of a Child under Six.	604
City	Means the City of San Antonio and is used synonymously with the San Antonio Police Department.	301
City Facilities	Means the Convention Center exhibit halls, banquet halls and future expansions, the Lila Cockrell Theater, the Market Square, the Market Square Smithsonian Building, Fiesta Room and Farmers Market, La Villita, the Alamodome and the Municipal Auditorium.	905
City Vehicle	Means any motor vehicle that is owned, leased, or borrowed by the City.	313, 609, 620
Civil Disturbance	Means any domestic emergency such as a demonstration, strike, riot, and/or public panic which has the potential of causing casualties or major damage to property.	314, 802, 804, 806
Civilian	Means any person who is not a sworn member of the San Antonio Police Department, and includes peace officers from outside law enforcement agencies.	319



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
<i>Coaching</i>	Means consistently and intensively training, observing, mentoring, instructing, and prompting sworn members in the fundamentals of police service.	324
<i>Code-One Call</i>	Means a request for police services that does not present an actual and immediate potential for serious injury, damage or loss of property. An example of a code-one call would be an officer dispatched to take a report about a theft that is not in progress or a report of a minor accident (no injuries).	609, 620
<i>Code-Three Emergency Call</i>	Means a request for police service that presents a threat or immediate danger of death or serious bodily injury to any individual. Both, the threat and the need for assistance must be immediate. An example of a code-three emergency call would be a shooting in progress or a disturbance with a knife/gun involved.	609, 620
<i>Code-Two Emergency Call</i>	Means a request for police service where the immediate rapid response or arrival of police units will reduce the probability of serious injury, damage or loss of property. Common code-two responses include bomb threats and animal bite in progress.	609, 620
<i>Command Personnel</i>	Means the Chief of Police, an Assistant Chief, a Deputy Chief, a Captain, or the highest ranking on-duty officer.	314
<i>Term</i>	Definition	Procedure
<i>Command Response Vehicle</i>	Means a police vehicle assigned to a command officer as a take-home vehicle that can be used as an emergency vehicle. Command response vehicles are not marked police vehicles, but are equipped with emergency warning devices (emergency warning lights and siren).	609, 620
<i>Command Uniform</i>	Means a uniform worn by the Chief of Police, Assistant Chiefs, Deputy Chiefs, and Captains.	310
<i>Communicable Disease</i>	Means a disease that can be transmitted by infectious bacteria or viral organisms from one source to another; also called a contagious disease.	615
<i>Company</i>	Means the company and representatives under contract to administer the drug testing program.	924
<i>Compliance Review</i>	Means a follow-up examination to evaluate the progress an organizational component has made toward correcting the deficiencies found in an Operational Review.	329
<i>Computer Hardware</i>	Means, but is not limited to, computers, mobile data terminals, portable mobile data terminals, printers, and mainframes.	323
<i>Concealed Handgun</i>	Means a handgun, the presence of which is not openly discernible to the ordinary observation of a reasonable person.	510
<i>Consultation</i>	Means providing psychological advice from the Department's behavioral science specialists to command, management, or supervisory staff on personnel or operational issues.	921, 923
<i>Contraband</i>	Means anything prohibited or excluded by law.	508, 601
<i>Controlled Substance</i>	Means a substance, including a drug and an immediate precursor, listed in Schedules I through V or Penalty Groups 1 through 4 of Title 6, Subtitle C, Chapter 481, Subchapter B and D, of the Texas Health and Safety Code.	710
<i>Copy</i>	Means the act of duplicating a specific portion of a master tape by use of another recording medium.	406
<i>Counseling</i>	Means the professional guidance of a sworn member through, but not limited to, positive and negative consultation.	324
<i>Counseling</i>	Means a formal series of meetings between two (2) or more persons for the purpose of improving a person's emotional, cognitive, and/or behavioral well-being.	921, 923
<i>Credible Person</i>	Means any reliable and credible person who has observed a particular individual, including a family member, within the last 72 hours and in good faith believes the individual is mentally ill and exhibits a substantial risk of serious harm to self or others. A credible person also includes physicians and other medical personnel who have recently evaluated and/or treated the individual.	611
<i>Criminal Offense</i>	Means conduct which the member believes constitutes a violation of local, state, or federal criminal statutes.	922
<i>Crisis Care Center</i>	Means a mental health facility located at 601 N. Frio St. and is the mental health authority as a provider of mental crisis services for the mentally ill. (210) 225-5481.	611
<i>Critical Incident</i>	Means a high risk situation that imminently poses a continuing threat of death or serious bodily injury to any person by another and includes, but is not limited to, the following types of incidents:	314, 611, 802, 806



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	<ol style="list-style-type: none"> 1. Barricaded individual; 2. Bomb incident; 3. High risk suicide situation; 4. Hostage incident; 5. Sniper incident; and 6. Terrorist action. 	
<i>Critical Incident Response Teams</i>	Mean the Crisis Negotiators Detail, the SWAT Detail, the Bomb Squad, the K-9 Detail, and the Tactical Response Unit.	802
<i>Critical Incident Stress</i>	Means emotional, cognitive, and/or behavioral deficits, whether short or long term, that result from a person's exposure, either directly or indirectly, to situations that are sudden and unexpected in onset, and life-threatening, threatening to a person's physical or psychological identity, or threatening to a person's fundamental values in life.	921, 923
<i>Curtilage</i>	Means the yard and buildings surrounding a residence or dwelling place and includes any fenced-in areas around the house, any garages, sheds, outhouses, driveways, barns, etc. Curtilage does not include open fields surrounding a residence, vehicles, or commercial business structures. It does not include fire escapes, lobbies, or common hallways of apartment complexes or multi-unit dwellings.	504
<i>Custodial Death</i>	Means the death of an individual who is in the custody of a peace officer or who dies as a result of a peace officer's use of force. A person is considered to be "in the custody of a peace officer" if the person is under arrest or under the physical control or restraint of a peace officer.	705
<i>Custodian</i>	Means an adult with whom the child resides.	602
<i>Custodian of Records</i>	Means the Administrative Services Manager of the San Antonio Police Department Records Office, or an assigned designee.	323
<i>Custody</i>	Means legal or physical control of a person in an area or facility or while in transit; legal, supervisory, or physical responsibility for a person.	602
Dd		
<i>DRE</i>	Means either a drug recognition evaluation or a drug recognition expert. See also "Drug Recognition Evaluation/Expert"	507
<i>Dangerous Drug</i>	Means a device or a drug that is unsafe for self-medication and this is not included in Schedules I through V or Penalty Groups 1 through 4 of Title 6, Subtitle C, Chapter 481, Subchapter B and D, of the Texas Health and Safety Code.	710
<i>Dangerous Object</i>	Means any item capable of causing injury, serious bodily injury, or death.	601
<i>Data Tape</i>	Means the medium used for the recording of computer transmissions and transactions through the utilization of Mobile Digital Terminals (MDT).	406
<i>Dating Relationship</i>	Means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature.	604
<i>Dating Violence</i>	Means an act by an individual that is against another individual with whom that person has or has had a dating relationship and that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the individual in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself.	604
<i>Deactivated Cases</i>	Means Internal Affairs cases which are deactivated when the complainant refuses to cooperate in the investigation, the complainant has signed SAPD Form #202-CW, <i>Complaint Waiver</i> , or it is determined during the course of the investigation the accused officer should not be a respondent.	306
<i>Deadly Force</i>	Means force that is intended or known by the actor to cause, or in the manner of its use or intended use is capable of causing death or serious bodily injury.	501
<i>Deaf Person</i>	Means a person who has a hearing impairment, regardless of whether the person also has a speech impairment that inhibits the person's comprehension of the proceedings or communication with others.	612
<i>Department</i>	Refers to the San Antonio Police Department, the members of the organization, and the physical assets of the entity.	200, 301
<i>Department Field Files</i>	Mean files of sworn members that are maintained by the unit where the sworn member is assigned. Departmental	906



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	field files are for the internal use of the unit where a sworn member is assigned and the Department.	
<i>Department Personnel Files</i>	Mean files of sworn members maintained by the Accounting and Personnel Office as a record of the sworn member's job history. Departmental personnel files are kept for the internal use of the Department.	906
<i>Departmental Administrative Files</i>	Mean files of sworn members maintained by various units for the internal use of those units and the Department. Departmental administrative files include, but are not limited to: <ol style="list-style-type: none"> 1. Departmental driving record files; 2. Departmental Internal Affairs Unit files; and 3. Departmental training files. 	906
<i>Departmental Orders</i>	Means orders issued for the purpose of instruction, clarification of policy, and establishment of procedure or rules in the form of general orders, special orders, chief's memorandum, personnel orders, training bulletins, and division orders.	200
<i>Department-Issued Equipment</i>	Means all items issued to and used by the member regardless of his unit of assignment. Such equipment includes, but is not limited to: vehicles, weapons and ammunition, radios, radio carriers, telephones, pagers, proximity cards, handcuffs, keys, badge, hat insignia, protective vest, identification card and holder, or other equipment issued through the Department.	914
<i>Department-Issued Firearm</i>	Means a City-owned firearm that is issued to an officer by the Department.	309
<i>Designated Doctor</i>	A doctor selected by the Texas Department of Insurance, Division of Workers' Compensation (TDI-DWC) to make a recommendation about an injured employee's medical condition or to resolve a dispute about a work-related injury or occupational illness.	904
<i>Designated Rifleman</i>	Means an officer who has received written authorization from his Division Commander and the Firearms Proficiency Control Officer or the Training Academy Commander's designee to carry a shoulder weapon.	309
<i>Detention Center Phone Recordings</i>	Recorded phone calls obtained by equipment assigned to the San Antonio Police Department in the Detention Center Facility.	411
<i>Detention Facility</i>	Means the Bexar County Jail, the Bexar County Juvenile Detention Center, or City of San Antonio Detention Center (referred to hereafter as the Detention Center).	601
<i>Detention or Custodial Arrest of a San Antonio Police Officer</i>	Means: <ol style="list-style-type: none"> 1. The detaining of an officer for questioning about an incident, except traffic violations, 2. The physical arrest of an officer for any felony or misdemeanor offense. 	314
<i>Detonation</i>	Means the discharge of any explosive device other than those associated with personal firearms and fireworks.	803
<i>Digital Evidence</i>	Means any evidentiary information stored or transmitted in digital form.	701
<i>Digital Media Evidence (DME)</i>	Means analog or digital media, including, but not limited to, electronic recordings of video, photograph, audio, film, magnetic and optical media, and/or the information contained therein digitally committed to file and of probative value that is stored or transmitted in binary form.	410
<i>Digital Storage Device</i>	Means any item capable of storing digital evidence including, but not limited to computers, handheld digital devices, digital cameras, external hard drives, printers, flash/thumb drives, etc.	701
<i>Directives</i>	May be used synonymously with departmental orders.	200
<i>Discrimination</i>	Means the act of showing prejudice toward a person or treating a person differently based on his/her sex, age, race, national origin, ancestry, citizenship, religion, disability, or sexual orientation.	918
<i>Disease</i>	Means an infection or sickness to any part of the body that impairs normal functioning.	904
<i>Domestic Minor Sex Trafficking (DMST)</i>	The commercial sexual exploitation of any American citizen or lawful permanent resident who is under the age of 18. DMST is a type of Human Trafficking.	607, 713
<i>Downtown Area</i>	Means an area starting at the intersection of Salado and El Paso Streets; north on Salado to its intersection with Frio Street; thence northeast in a straight line to the intersection of IH 10 and Cadwallader St.; south on IH 10 to IH 35; northeast on IH 35 to a perpendicular point connecting with Cherry Street; south on Cherry Street to Durango	



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	Boulevard; west on Durango to the San Antonio River; south along the San Antonio River to Arsenal Street; west on Arsenal to El Paso Street; and then west to El Paso to Salado.	
<i>Drive Stun Mode</i>	Means pressing the front of the ECD onto the body of a subject resisting lawful orders, and activating the ECD.	501, 512
<i>Drive Stun Mode</i>	Means pressing the front of the ECD onto the body of a subject resisting lawful orders, and activating the ECD.	512
<i>Drug Recognition Evaluation</i>	Means the process the drug recognition expert uses to evaluate a suspect for the use of drugs by means of physical, clinical, and psychological criteria.	507
<i>Drug Recognition Expert (D.R.E.)</i>	Means an officer trained to predict which of the seven (7) drug categories is causing the impairment of a driver that is not under the influence of alcohol.	507
<i>Drug Testing</i>	Means the compulsory production and submission of urine by an officer for chemical analysis to detect the presence of prohibited drug usage.	924
Ee		
<i>Effective Communication</i>	Means being able to understand what a deaf or hearing impaired person is trying to relate or being able to relate to a deaf or hearing impaired person through talking, writing, or sign language or any combination of the three forms of communication.	612
<i>Efficiency Review</i>	Means an examination, generally unscheduled, conducted regarding an organizational component's compliance with the General Manual, Accreditation Standards, Standard Operating Procedures (SOP), goals and objectives, and budgetary accounts.	329
<i>Electronic Control Devices (ECD)</i>	Means intermediate weapons that are considered non-deadly and intended, designed, made, or adapted to temporarily immobilize a person, or elicit cooperation through pain compliance, by inflicting an electrical charge. Electronic Control Device is synonymous with the term Conducted Energy Device (CED).	501, 512
<i>Emergency Operation</i>	Means driving an emergency vehicle according to state law and this procedure in response to a code-two or code-three call or in pursuit of a fleeing vehicle.	609, 620
<i>Emergency Vehicle</i>	Means a marked police vehicle or a marked police motorcycle equipped with emergency warning devices (warning lights and sirens), or a command response vehicle.	609, 620
<i>Entry Team</i>	Means the group of officers that make the initial entry into the location where the warrant is executed and may be used as members of the security team and/or search team.	503, 504
<i>Evaluation</i>	Means a formal interview, oral or written, designed to assess a person's emotional, cognitive, or behavioral well-being.	921, 923
<i>Event Assignment Coordinator</i>	Means the officer designated by command authority to obtain names of officers for assignment to Fiesta events from the POFS system or for a special event from the PSES system.	917
<i>Event Commander</i>	Means the officer designated by command authority as the officer-in-charge of a Fiesta event or special event.	917
<i>Evidence</i>	Means property which may be used in a criminal proceeding to support an allegation made by the State. Should doubt exist as to the classification of the impounded property, it is classified as evidence.	606
<i>Evidence of Financial Responsibility</i>	Means: <ol style="list-style-type: none"> 1. A motor vehicle liability insurance policy covering the vehicle or a photocopy of the policy; 2. A standard proof of motor vehicle liability insurance form prescribed by the Texas Department of Insurance under Section 601.081 of Chapter 601 and issued by a liability insurer for the motor vehicle; 3. An insurance binder that confirms the operator is in compliance with Chapter 601 of the Motor Vehicle Safety Responsibility Act; 4. A surety bond certificate issued under Section 601.121 of Chapter 601; 5. A certificate of deposit with the comptroller covering the vehicle issued under Section 601.122 of Chapter 601; 6. A copy of a certificate of deposit with the appropriate county judge covering the vehicle issued under Section 601.123 of Chapter 601; or 7. A certificate of self-insurance covering the vehicle issued under Section 601.124 of Chapter 601 or a photocopy of the certificate. 	607
<i>Evidence Officer</i>	Means the officer who has been assigned the responsibility to collect all evidence found during the execution of the search warrant. This officer will also be responsible for impounding all evidence in the property room in accordance	504



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	with General Manual Procedure 606, <i>Impounding Property</i> .	
<i>Exigent Circumstances</i>	Mean those emergency, unforeseen occurrences, or combination of circumstances which call for immediate action. Exigent circumstances may exist when there is a possibility: <ol style="list-style-type: none"> 1. That a wanted suspect may escape; 2. Of bodily injury to any person; 3. That important evidence will be lost or destroyed; and/or 4. Of serious damage to property, real or personal. 	502, 504
<i>Explosive Device</i>	Means any device or instrument constructed to explode by any chemical, mechanical, or nuclear means.	803
<i>Exposure Incident</i>	Means contact with blood or other potentially infectious material through the eye, mouth, other mucous membranes, or the non-intact skin. Examples of non-intact skin include dermatitis, hang-nails, cuts, abrasions, chafing, acne, etc.	615
<i>Extension of Police Service</i>	Means utilizing the vested police powers and law enforcement related training provided by the City in outside employment to provide police related services such as preserving the peace, enforcing the law, security, and controlling traffic and crowds for an outside employer.	905
<i>Extensions</i>	Means Quantity times Denomination (i.e., 7 x \$10.00 = \$70.00) thus \$70.00 is the Extension. Not to be confused with Total Amount which is the Total contained in the Currency Bag.	606
<i>Extortion</i>	Means a threat of violence involving a demand for anything of tangible or intangible value.	803
Ff		
<i>Fallen Aircraft</i>	Means any event where an aircraft contacts an object outside its normal scope of operation which results in damage or injury.	805
<i>Family Disturbance</i>	Means an act of disorder or an act to destroy the tranquility or composure by a member of a family or household against another member of the family or household that has not yet escalated into an act of family violence.	604
<i>Family Violence</i>	Means an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself. This also does not include the reasonable discipline of a child by a person holding that duty.	603, 604
<i>Fees</i>	Means the customary costs, other than tuition, associated with the normal registration process at a college or university.	920
<i>Field Contact</i>	Means a personal encounter initiated by an officer for the purpose of conducting an interview.	508, 618
<i>Field Custody Prisoner</i>	Means an arrested person in the control of an officer prior to being released into the custody of detention personnel at a detention facility.	601
<i>Fiesta Events</i>	Mean activities or events that have previously been included in the official Fiesta calendar, and any new activities or events added to the calendar by the Fiesta Commission or the City.	917
<i>Financial Responsibility</i>	Means the financial ability to pay for damages caused in a traffic accident for which one is liable (for further reference: TTC 601.051).	607
<i>Firearm</i>	Means any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance, or any device readily convertible to that use.	309, 319
<i>Firearms Proficiency Control Officer</i>	Means the police sergeant assigned to the Training Academy Firearms Range staff or an individual assigned by the Training Academy Commander.	309
<i>Follow(ing)</i>	Means to drive behind a subject vehicle without using emergency warning devices or any other method of instruction to stop by the officer. The police vehicle must adhere to traffic laws and traffic control devices.	620
<i>Force</i>	Means an officer's presence, the use of verbal communications, physical force as described in this procedure, or the use of a weapon to achieve a lawful police objective.	501
<i>Formal Field Identification</i>	Means an identification procedure in which the suspect is presented singly to the witness (also known as "show-up" and "one-on-one").	702
<i>Formal Uniform</i>	Means a regulation uniform (as described in the appendix) with all required accessory items.	310



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<i>Found Property</i>	Means an item which has been located by an officer or a citizen and appears to have been lost or abandoned.	606
<i>Frisk</i>	Means a limited search of a person and his access areas for the purpose of discovering weapons.	508, 601
Gg		
<i>Gender</i>	Use of the masculine gender shall also include, where applicable, the female gender.	200
<i>Gender Expression</i>	How one expresses oneself, in terms of dress, mannerisms and/or behavior that society characterizes as "masculine" or "feminine."	
<i>Gender Identity</i>	A person's perception of having a particular gender, which may or may not correspond with their birth sex.	
<i>Guardian</i>	Means the person who, under court order, is the guardian of the child, or the public or private agency with whom the child has been placed by a court.	602
Hh		
<i>Handgun</i>	Means any firearm that is designed, made, or adapted to be fired with one (1) hand.	510
<i>Handgun Mounted Weaponlight</i>	A flashlight used in conjunction with a handgun to aid low light target identification, allowing the officer to simultaneously aim and illuminate the target.	309
<i>Handheld Digital Device</i>	Means small digital storage devices such as cell phones, PDAs, mp3 players and iPods.	701
<i>Handling Investigator</i>	Means any investigator that is assigned to follow up an offense. This investigator is responsible for establishing probable cause against a known offender. Based on the case details, the offender's characteristics, and the threat to public safety, this investigator is also responsible for the decision to seek an arrest warrant or to file the case at large and may also serve as the Officer in Charge or the Verification Officer.	503
<i>Harassment</i>	Unwelcome conduct that is based on race, color, religion, sex, (including pregnancy), national origin, age (40 or older), disability, ancestry, citizenship, sexual orientation, gender identity/expression, or any other legally protected category. Harassment becomes unlawful where: <ol style="list-style-type: none"> 1. enduring the offensive conduct becomes a condition of continued employment; 2. submission to or rejection of such conduct is used as the basis for any employment decision affecting the harassed person; or 3. the conduct has the purpose or effect of unreasonably interfering with an affected person's work performance or creating an intimidating, hostile, or offensive work environment. Harassment can include "sexual harassment" or unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature.	918
<i>Hate Crime</i>	Means a criminal offense committed against persons, property, or society that is motivated, in whole or in part, by an offender's bias against an individual's or a group's race, religion, ethnic/national origin, gender, age, disability, or sexual orientation.	711
<i>High Readiness - Warning Conditions</i>	Means that the Department has been placed in a high readiness condition because a more predictable threat of terrorist activity exists or that intelligence has been received indicating some form of terrorist action is imminent. This level may be associated with the federal color-coded Threat Condition of Red.	807
<i>Hog-Tying</i>	Means restraining a prisoner by positioning him with his body stomach-side down and his hands and feet joined in the back.	601
<i>Hold</i>	Means the retention and preservation of the requested tape for a six (6) month period.	406
<i>Holding Area</i>	Means the area of the Property Room where officers enter to impound property.	606
<i>Homicide Bomber</i>	Means an individual who seeks to commit murder with the use of an explosive device and the explosion/blast will likely cause the death of that individual.	803
<i>Hostage Barricade Crisis</i>	Develops when one or more terrorists or criminals hold people against their will and try to hold off the authorities by force, threatening to kill the hostages if provoked or attacked. In a hostage barricade crisis, the primary purpose is usually not inflicting death or serious bodily injury on a mass scale. Hostages are needed as bargaining tools.	809
<i>House Rules</i>	Refer to internal rules and policies that govern consumers and patrons of the business or event as they concern the management and activities of consumers and patrons while at said businesses or event. (See Private Policies)	905
<i>Household</i>	Means a unit composed of persons living together in the same dwelling, whether or not these persons are related to each other, and includes former members of a household who have filed an application for a protective order, or for	603



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
	whom protection is sought.	
<i>Human Immunodeficiency Virus (HIV)</i>	Means the virus that causes AIDS (Acquired Immunodeficiency Syndrome).	615
<i>Human Smuggling</i>	Transportation of people into the United States involving deliberate evasion of immigration laws. The offense includes bringing illegal aliens into the United States as well as the unlawful transportation and harboring of aliens already in the United States.	713
<i>Human Trafficking</i>	Means through the use or threatened use of force, fraud or coercion, inducing another to perform a commercial sex act, or through any means, inducing a person younger than 18 years of age to perform a commercial sex act, or the recruitment, harboring, provision or obtaining of a person for labor or services through the use of force, fraud or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage or slavery.	713
ii		
<i>Immediate Family Members</i>	Means mother, father, legal spouse, child or children, siblings, and other members of the immediate household residing with the officer.	313
<i>Immediate Notification</i>	Means as soon as practical but not less than ninety days (90) prior to the evaluation period.	324
<i>Immediately</i>	Means as soon as possible and feasible.	200
<i>Impounded</i>	Means when a vehicle is taken into custody and removed to a vehicle storage facility.	607
<i>Impounding</i>	Means placing property that is in the custody or control of the Department into the Property Room.	606
<i>Inappropriate Behavior</i>	Means, but is not limited to any comments or conduct which others find offensive or degrading, even though they may not constitute "sexual harassment" or other prohibited harassment and/or discrimination.	918
<i>Incident Zones</i>	Means: <ol style="list-style-type: none"> 1. Cold Zone (Support Zone): The "clean" area outside of the contamination control line. In this area, equipment and personnel are not expected to become contaminated. Special protective clothing is not required. This is the area where resources are assembled to support the hazardous substances/materials release operations. 2. Warm Zone (Contamination Reduction Zone): The area between the Exclusion Zone and the Support Zone. This zone contains the personnel decontamination station. This zone may require a lesser degree of personnel protection than the Exclusion Zone. This separates the contaminated area from the clean area and acts as a buffer to reduce contamination of the "clean" area. 3. Hot Zone (Exclusion Zone): The area immediately around a spill or release and where contamination does or could occur. This area is also in the innermost of the three zones of a hazardous substances/material incident. Special protection such as body armor or personal protective equipment (PPE) gear is required for all personnel while in this zone. 	802
<i>Increased Readiness - Watch Conditions</i>	Means that the Department has been placed in an increased readiness condition because a general threat of possible terrorist activity exists, but the nature and extent of the threat are unpredictable. This level may be associated with the federal color-coded Threat Condition of Orange.	807
<i>Infectious Materials</i>	Means materials including but not limited to: human body fluids, syringes, and needles.	615
<i>Informal Field Identification</i>	Means a procedure in which an officer takes a witness to observe a suspect who is at liberty, and who is, in most cases, unaware that he is being observed.	702
<i>Injury</i>	Means physical pain, illness, or any impairment of physical condition.	501
<i>Injury</i>	Means damage or harm to the physical structure of the body, and includes such diseases that naturally result from an injury.	904
<i>Insurance</i>	Means insurance coverage on a specific motor vehicle at the level of liability insurance meeting the state minimums or greater.	607
<i>Intermediary</i>	Means a person who acts as a translator for a qualified interpreter. Often the sign language being used is not the ASL in which the qualified interpreter is trained. The intermediary will translate the dialect of sign language into standard ASL for the qualified interpreter.	612
<i>Intermediate Weapon</i>	Means a non-deadly weapon issued by the Department to provide officers with force alternatives between	309, 501



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	Open/Empty Hands Control and a Firearm. An Intermediate Weapon is not intended to cause permanent physical injury or death. Intermediate Weapons include the baton, expandable baton (ASP), Rapid Containment Baton (RCB), bean bag, pepper ball, sage gun, electronic control devices (ECD), oleoresin capsicum (OC) spray, chemical agents, and other non-deadly weapons or devices approved by the Chief of Police.	
<i>Interrogation</i>	Means the questioning of a person who has been stopped or arrested and is suspected of criminal activity.	508, 712
<i>Interview</i>	Means the questioning of a person by an officer when the person is not suspected of criminal activity at the time of the encounter.	508, 618, 712
<i>Interview/Interrogation Room</i>	Means a room within a police facility used to interview witnesses or interrogate suspects involved in criminal activities.	712
<i>Intoxicant</i>	Means any alcoholic beverage or controlled substance, which, when introduced into the body, may cause an impairment of any mental or physical capacity.	200
<i>Intoxicated</i>	Means not having the normal use of mental or physical faculties by reason of the introduction of alcohol, a controlled substance, a drug, a dangerous drug, a combination of two or more of those substances, or any other substance into the body; or having a blood alcohol concentration of 0.08 or more.	507, 602
<i>Intoxication</i>	Means any level of mental or physical incapacitation resulting from the voluntary introduction of any alcoholic beverage or controlled substance into the body.	200
<i>Intrusory Removal</i>	Means entering the human body for the purpose of retrieving evidence, such as blood and saliva for DNA comparison.	703
<i>Investigative Supervisor</i>	Means any supervisor assigned to the investigative unit that is assigned to follow-up an offense. This supervisor is responsible for authorizing and monitoring the walking of warrants by the handling investigator and may also serve as the Warrant Execution Supervisor.	503
<i>Involuntary Transfer</i>	Means an officer did not initiate a transfer action, but was drafted or reassigned involuntarily.	903
Jj		
<i>Juvenile</i>	Means the same as "Child" and both words are used interchangeably in this procedure.	507, 602
Kk		
LI		
<i>Lateral Vascular Neck Restraint (LVNR)</i>	The lateral vascular neck restraint (LVNR), commonly known as a sleeper hold, or carotid chokehold, is a general term for a grappling hold that critically reduces or prevents either air (choking) or blood (strangling) from passing through the neck of an opponent. The restriction may be of one or both and depends on the hold used and the reaction of the victim.	501
<i>Law Enforcement-Initiated Action</i>	Means includes but is not limited to traffic and pedestrian stops, questioning, interviewing, frisks, detentions, inspections, consensual or nonconsensual searches of person(s) or vehicle(s), or arrest of a person(s), and in asset seizure and forfeiture efforts.	618
<i>License Holder</i>	Means a person who has been issued a license by the Texas Department of Public Safety to carry a concealed handgun.	510
<i>Life Threatening Incident</i>	Means an incident in which extreme violence or the possibility of death might occur.	701
<i>Limited Duty Assignment</i>	Means a duty assigned to an officer who has some degree of physical or mental disability.	904
<i>Live Lineup</i>	Means an identification procedure in which a live suspect is placed in a group setting and presented to an eyewitness.	702
<i>Local Government Record</i>	Means any document, paper, letter, book, map, photograph, sound or video recording medium, regardless of physical form or characteristic and regardless of whether public access to it is open or restricted under the laws of the state, created or received by a local government or any of its officers or employees pursuant to laws, including an ordinance, or in the transaction of public business.	323
<i>Local Mental Health Authority</i>	Means an entity to which the Department of State Health Services designates its authority and responsibility within a specific region for planning, policy, development, coordination, including coordination with criminal justice entities, and resource development and allocation and for supervising and ensuring the provision of mental health services to persons with mental illness in the most important and available setting to meet individual needs in one or more local service areas.	611



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	<u>TERM</u>	<u>PROCEDURE</u>
	<i>Lost Persons</i> Means those persons temporarily separated from their party or relatives.	610
Mm	<i>Major Crime</i> A crime that involves a death, serious bodily injury, sexual assault or any instance in which the Homicide or Special Victims Unit will be the lead investigating/follow up Unit.	701
	<i>Master Video Recording</i> Means the original video tape or the digital video copy of any incident that might be considered as physical evidence in an offense.	701
	<i>Managing Supervisor</i> Means the supervisor assigned to control a pursuit situation.	609, 620
	<i>Manmade Disaster</i> Means a threat to public safety created by fire, conventional or nuclear explosion, and accidents involving hazardous materials, train mishaps, aviation crash, and/or utility outages or shortages.	314
	<i>Marked Police Vehicle</i> Means a police vehicle displaying an emblem of the Police Department. Marked police vehicles may be equipped with emergency warning devices.	609, 620
	<i>Maximum Readiness - The Event</i> Means that the Department has been placed in a maximum readiness condition because a terrorist incident has occurred.	807
	<i>May</i> Means the action is permissive.	200
	<i>Member</i> Means all employees of the San Antonio Police Department.	200, 301
	<i>Mental Health Crisis</i> Means situations in which an individual, because of a potential or actual mental illness, presents a danger to self or others, or who's mental or physical health is at risk of serious deterioration. Mental Health Crisis situations may include, but are not limited to: <ol style="list-style-type: none"> 1. Situations in which mentally ill persons are involved in disturbances; 2. Criminal offenses; 3. Suicides; 4. Suicide threats; 5. Suicide attempts; 6. Threats made to harm another; and 7. When a mentally ill person's health is at risk of serious deterioration, physically or psychologically, to a point that they are a danger to themselves or to others. 	611
	<i>Mental Health Facility</i> Means an inpatient psychiatric hospital or emergency room, including the Crisis Care Center.	611
	<i>Mental Health Facility Missing Person</i> Means a person who is receiving inpatient mental retardation services or court ordered inpatient mental health services in a mental health facility and that person leaves the facility without notifying the facility, or without the facility's consent.	610
	<i>Mental Illness</i> Means an illness, disease, or condition (other than epilepsy, senility, alcoholism, or mental deficiency) that: <ol style="list-style-type: none"> 1. Substantially impairs a person's thought, perception of reality, emotional process, or judgment; or 2. Grossly impairs behavior as demonstrated by recent disturbed behavior. 	611
	<i>Mentally Ill Person</i> Means a person who is exhibiting symptoms of mental illness and who is recognized by a peace officer or other credible person as being mentally ill and who may be in need of mental health care services.	611
	<i>Military Aircraft</i> Means any aircraft contracted with or belonging to a military service of the United States of America or foreign country.	805
	<i>Minimum Coverage</i> Means the state mandated level of liability insurance coverage required that each motorist carry on each vehicle licensed to operate on the roadway. The minimum liability insurance required by law is \$25,000 bodily injury per person, \$50,000 bodily injury per accident, and \$20,000 for property damage per accident.	607
	<i>Minor</i> Means a person under 21 years of age as defined in the Texas Alcoholic Beverage Code, Section 106.01, Definition, and includes juveniles.	507
	<i>Misdemeanor Citation</i> Means either a Misdemeanor Notice to Appear, a Notice of Traffic Violation, or a Parking Violation Notice.	709
	<i>Missing Person</i> Means anyone meeting the following criteria:	610



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
	1. Disabled: A person of any age who is missing and under proven physical/mental disability or is senile, thereby subjecting himself/herself or others to personal and immediate danger.	
	2. Endangered: A person of any age who is missing under circumstances indicating that his/her physical safety is in danger.	
	3. Involuntary: A person of any age who is missing under circumstances indicating that the disappearance was not voluntary, i.e., abduction or kidnapping.	
	4. Juvenile: A person under the age of 21 who is missing and does not meet any of the entry criteria set forth in any other category.	
	5. Catastrophe: A person of any age who is missing after a catastrophe.	
	6. Other: A person over the age of 21 not meeting the criteria for entry in any other category who is missing and for whom there is a reasonable concern for his/her safety.	

NOTE: A record for a missing person who is age of 21 and over may be entered in the Missing Person File provided the entering agency has signed documentation in its possession supporting the stated conditions under which the person is declared missing. This written documentation will aid in the protection of the individual's right to privacy.

<i>Motor Vehicle</i>	Means a vehicle that is propelled or drawn by mechanical power.	607
<i>Motor Vehicle Stop</i>	Means stopping of a motor vehicle for an alleged violation of the traffic code or city ordinance violation.	618
	Means the action is mandatory.	200
<i>Must</i>		
 Nn		
<i>Name</i>	Means the legal name of a person.	703
<i>Natural Disaster</i>	Means the damaging effects of hurricanes, tornadoes, windstorms, thunderstorms, floods, earthquakes, or other natural phenomena.	314, 802, 806
<i>Neuromuscular Incapacitation (NMI)</i>	Means disruption of the sensory and motor nervous systems causing an involuntary contraction of muscles.	512
<i>Non-deadly Force</i>	Means any use of force other than that which is considered deadly force.	501
<i>Non-extension of Police Service</i>	Means performing outside employment or volunteer work of a non-police nature	905
<i>Non-Occupational Condition</i>	Means: <ol style="list-style-type: none"> 1. An injury or a disease incurred by an officer while not acting in the course and scope of his employment as a police officer for the City of San Antonio; or 2. Pregnancy, childbirth, or a related medical condition. 	904
<i>Non-Sworn Member</i>	Means a Civilian City Employee of the San Antonio Police Department.	301
<i>Normal Business Hours</i>	Means those hours between 0745 and 1630, Monday through Friday, excluding holidays.	314
<i>Normal Conditions</i>	Means that a general threat of possible terrorist activity exists, but the threat only warrants routine security measures. This level may be associated with the federal color-coded Threat Conditions of Green, Blue, or Yellow.	807
<i>Notification of Emergency Detention</i>	Is a state-mandated form used to document the taking of a person into custody by means of a warrantless emergency detention.	611
 Oo		
<i>Observer</i>	Means a civilian who received written authorization on SAPD Form #166-AR (Civilian Observer Authorization & Release) to ride in a police vehicle.	319
<i>Occupational Disease</i>	Means a disease to any part of the body incurred by an officer while acting in the course and scope of his employment as a police officer for the City of San Antonio. The exposure to an Occupational Disease contracted by the officer must be documented in accordance with General Manual Procedure 615, <i>Exposure to Communicable Diseases and Other Public Health Risks</i> , and Procedure 916, <i>Worker's Compensation</i> .	904
<i>Occupational Exposure</i>	Means an exposure incident resulting from the performance of a member's duties.	615
<i>Occupational Injury</i>	Means an injury incurred by an officer while acting in the course and scope of his employment as a police officer for	904



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
	the City of San Antonio. The Occupational Injury must be documented in accordance with General Manual Procedure 916, <i>Worker's Compensation</i> .	
<i>Off-Duty Employment Coordinator</i>	Means the officers assigned to the Off-duty Employment Detail for the purpose of assigning and regulating security at city facilities.	905
<i>Off-Duty Employment In City Facilities</i>	Means work assigned to officers at one of the designated city facilities by the Off-Duty Employment Detail. Off-Duty employment in city facilities entails general security, crowd and traffic control and other police related activities.	905
<i>Officer and Sworn Member</i>	Means those employees of the Department, regardless of rank, who are sworn in, as provided by law, to perform the duties of a regular police officer for the City of San Antonio. The words may be used interchangeably.	301
<i>Officer Case Study</i>	Means a detailed review of an officer's entire employment history with the Department prepared by the Officer Concern Program Coordinator.	306
<i>Officer Involved Shooting</i>	Means: <ol style="list-style-type: none"> 1. An incident in which an officer discharges a firearm and the discharge resulted in a death or injury to any person; or 2. Any incident in which an officer uses deadly force against another or deadly force is used against an officer, which results in death or serious bodily injury to any person; or 3. Any incident in which an officer discharges a firearm at an individual or vehicle regardless of whether intended target is hit. 	314, 705
<i>Officer Involved Shooting Review Committee</i>	Means a group of citizens and officers (inclusive of Homicide Unit, Internal Affairs, Training Academy, and SAPOA representatives) and citizens designated by the Chief of Police, who report directly to the Deputy Chief in command of the Investigations Division or his designee, responsible for providing the Chief of Police a true assessment of the incident as it relates to training, and policy & procedure deficiencies.	705
<i>Officer's Presence</i>	Means the actual physical presence and includes the display of authority an officer demonstrates which begins with an initial contact and continues until the officer ends the contact.	501
<i>Officer-In-Charge</i>	Means the officer that applies for and obtains the warrant and/or the officer that executes the warrant. The Officer-In-Charge shall not be the same as the Verification Officer.	503, 504
<i>Oleoresin Capsicum (OC) Spray</i>	Means a non-flammable chemical agent and an intermediate weapon.	501
<i>Open/Empty Hands Control</i>	Means using physical force to manipulate a person's arms and hands during handcuffing, and the support provided a handcuffed person while walking, turning, or entering and exiting a vehicle. This force includes physical touching, gripping or holding, pain compliance measures, pressure point applications, come-along techniques, and takedowns. This force does not include punching, striking, and kicking.	501
<i>Operational Assessment</i>	Means a comprehensive examination conducted on an organizational component of the Department to evaluate the quality of their overall performance, in meeting its goals and objectives.	329
<i>Order of Protective Custody</i>	Means an order signed by a judge that authorizes a peace officer designated by the court to take a person into custody and to transport him to a designated hospital or mental health facility for an evaluation and treatment pending a hearing on a filed Application For Court-Ordered Mental Health Services.	611
<i>Outcry Witness</i>	Means the first person 18 years of age or older that the victim of a sexual assault told about the assault.	703
<i>Outer Clothing</i>	Means garments including coats, waistband and pocket exteriors when inside heavy coats, hats, pants, cuffs, boot tops, and such other places where the touching of a person would reveal that he is armed.	508
<i>Outside Employer</i>	Means a person or organization for whose benefit an officer performs a service or who may exercise control over the officer in the performance of the officer's outside employment.	905
<i>Outside Employment</i>	Means work or occupational activity performed off-duty for wages, salary, commission, percentage, or compensation of any kind, whether or not it is provided as a donation, charity, or otherwise and includes, but is not limited to: self-employment, contractual employment, or employment by an agency, business, enterprise, or others.	905
<i>Ozone</i>	Means a gas formed by a series of complex reactions involving <i>Volatile Organic Compounds</i> (VOC), such as fuels, solvents, and paints, and oxides of nitrogen (NOx), from incomplete combustion, in the presence of sunlight under certain atmospheric conditions.	304



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Pp	TERM	DEFINITION	PROCEDURE
	<i>Paralleling</i>	Means operating an emergency vehicle on streets parallel to the pursuit route.	609, 620
	<i>Parent</i>	Means the mother, the father whether or not the child is legitimate, or an adoptive parent, but does not include a parent whose parental rights have been terminated.	602
	<i>Passive Resistance</i>	Means a refusal to comply with an officer's verbal commands or open/empty hands control techniques and does not convey a threat to the officer or another person.	501
	<i>Pedestrian Stop</i>	Means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.	618
	<i>Performance Evaluation</i>	Means an objective appraisal of a sworn member's work performance based on observation and documented data.	324
	<i>Performance Evaluation Period</i>	Means a twelve month period, from January 1st through December 31st.	324
	<i>Personal Property</i>	Means an item, which can be identified as belonging to an individual or organization and cannot be classified as evidence, recovered property, or found property.	606
	<i>Personally Owned Firearm</i>	Means a firearm owned by an individual Officer, which has been registered with the Department as an approved firearm, and which Officers may carry on-duty or off-duty in a Police capacity.	309
	<i>Personnel</i>	Means both civilian and sworn employees of the San Antonio Police Department.	323
	<i>Personnel Record</i>	Means a record other than a police record.	323
	<i>Photo Display</i>	Means an identification procedure in which a group of photographs is displayed before the witness (also known as "mug-lineup" and "photo spread").	702
	<i>Physical Evidence</i>	Means anything which can establish that a crime has been committed or which can provide a link between a crime and its victim or a crime and its actor.	701
	<i>Physical Force</i>	Means the use of physical strength and agility, or other physical techniques officers are trained in to achieve a lawful police objective.	501
	<i>Plan of Action</i>	Means a written, formulated course of action designed to be a non-punitive way of addressing an officer's unacceptable behavior to the benefit of the officer and the Department.	306
	<i>Planning Session</i>	Means a Supervisory Officer discusses levels of work performance expected by the Officer in relation to the evaluation criteria listed in 6-PE, Police (Sworn) Employee Annual Performance Evaluation.	
	<i>Planned Events</i>	Means those activities for which permits are required, large numbers of persons may gather or attend, or unique security or traffic control efforts are required and such activity is known in advance. Examples include, but are not limited to, parades, sporting events, dignitary protection; First Amendment rights activities, cultural and civic events, religious gatherings, labor disputes, and community activities.	804
	<i>Police Bicycle</i>	Means a bicycle that is owned, leased, or borrowed by the Department.	322
	<i>Police Bike Fleet System (PBFS)</i>	Means a computer program used to maintain a record of inventory and maintenance of bicycles and bicycle equipment.	322
	<i>Police Career Activities System (PCAS)</i>	Means a computer program that allows officers to sign up for possible transfers to any applicable units by listing their selections in priority sequence.	903
	<i>Police Department Chaplaincy Liaison Officer</i>	Means the Assistant Executive Officer assigned to the Office of the Chief of Police.	328
	<i>Police Equipment Assignment System (PEAS)</i>	Means a database containing the radio number, serial number, and assigned officer's name/badge number.	316
	<i>Police Facility</i>	Means any building used by the Department, including its adjoining parking lot.	313
	<i>Police Incident</i>	Means:	314



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
	<ol style="list-style-type: none"> 1. Any event in which a member of this Department is involved which causes the member or another person to incur serious bodily injury or death, or 2. An event where there may be a question as to the Department's liability, a significant loss of property or which may result in heightened community interest, or the custodial arrest of a San Antonio Police Officer. 	
<i>Police Officer Fiesta Scheduling (POFS)</i>	Means a computer program that lists names of officers requesting assignments at Fiesta events.	917
<i>Police Record</i>	Means a record received, gathered, maintained, or created for the prevention, detection, investigation, or prosecution of crime and includes, but is not limited to, incident reports, offense reports, supplemental reports, crime scene search reports, prosecution guides, and photographs.	323
<i>Police Special Event Scheduling System (PSES)</i>	Means a computer program that lists names of officers requesting assignments to scheduled special events.	917
<i>Police Vehicle</i>	Means a city vehicle assigned to the Police Department.	609, 620
<i>Portable Breath Test</i>	Means the taking of a voluntary breath specimen through the use of a Portable Breath Tester to determine the presence of alcohol in a driver's system.	507
<i>Positional Asphyxia</i>	Means unconsciousness or death caused by the interruption of breathing due to the body being placed stomach-side down or in any other position that restricts a person's ability to breathe.	601
<i>Pre-booking Activities</i>	Means the processing of persons arrested or detained for criminal activities. Pre-booking activities include, but are not limited to, debriefing, maintaining control, conducting tests, and completing reports and forms.	712
<i>Premises</i>	Means a building or a portion of a building, excluding any public or private driveway, street, sidewalk or walkway, parking lot, parking garage, or other parking area.	510
<i>Pre-Planned High Risk Situation</i>	Means the execution of a felony arrest warrant or a search warrant.	802
<i>Primary Handgun</i>	Means the Department-issued Glock Model 22 handgun worn by the officer while in uniform or plain clothes, or an approved personally-owned Glock Model 23 or 27 handguns worn by the officer while working in plain clothes. For undercover assignments, the Office of the Chief of Police may approve an officer to carry an approved handgun other than a Glock Model 22, 23, or 27, in accordance with Section .06 of this procedure.	309
<i>Primary Vehicle</i>	Means an emergency vehicle driven by the officer initiating a pursuit or another emergency vehicle that takes the lead vehicle position in a pursuit.	609
<i>Private Policies</i>	Refer to internal rules and policies that govern consumers and patrons of the business or event as they concern the management and activities of consumers and patrons while at said businesses or event. (See House Rules)	905
<i>Private Premises</i>	Means a permanent or temporary residence, including but not limited to: a house and the grounds immediately surrounding it, an apartment, a hotel room, and a house-trailer.	604
<i>Private / Commercial Aircraft</i>	Means any aircraft flown for private or commercial usage with a gross weight of twelve thousand five hundred (12,500) pounds or less.	805
<i>Probable Cause</i>	Means that set of facts or circumstances based on reliable information or personal knowledge or observation by an officer, which reasonably shows and would warrant an ordinary prudent man in believing that a particular person has been guilty of, is threatening, or is about to commit some offense against the law.	502, 618
<i>Probable Cause Identification</i>	Means the preliminary identification of a substance as a controlled substance or a dangerous drug by means of a reagent test or by visual / physical comparison for the purpose of determining if a criminal offense has been committed.	710
<i>Probe Mode</i>	Means discharging the ECD, resulting in the cartridge being fired and the probes/darts making direct contact with the subject.	501, 512
<i>Procedures</i>	Means a comprehensive, instructional, written communication providing direction in the accomplishment of a police related task.	200
<i>Processing</i>	Means a designated room or area, in a location other than a detention facility, where a prisoner or suspect in custody is taken to be processed prior to being taken to a detention facility to be booked or prior to being released from custody. Processing rooms or areas are located in the Juvenile Processing Office, Polygraph Office and the Blood	601



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
	Alcohol Testing Vehicle.	
<i>Processing Room</i>	Means a location other than a detention facility, where a prisoner or suspect in custody is taken to be processed prior to being taken to a detention facility to be booked or prior to being released from custody. Processing rooms include Youth Crimes Services Office, Night Detectives Unit, Tactical Response Unit, and any investigative follow-up unit offices.	601, 712
<i>Proficiency</i>	Means a process which makes one highly competent, skilled, and adept.	309
<i>Proof of Insurance</i>	Means a card - stating at least the name of the insured or authorized drivers, insured vehicle, insuring company, company phone number, policy number and beginning and expiration date of coverage.	607
<i>Property</i>	Means evidence, found property, personal property, and recovered property.	606
<i>Property Tag</i>	Means: <ol style="list-style-type: none"> 1. A "K" property tag (SAPD Form #9-G) is used to manually impound evidence (except a controlled substance), found property, personal property, and recovered property; or 2. An "E" property tag (SAPD Form #9-A) is used to manually impound a controlled substance. 	606
<i>Proxy</i>	Means the booking of an adult prisoner into a detention facility by the arresting officer, when the prisoner is injured or sick to the extent of requiring admission into a hospital.	601
<i>Pseudonym</i>	Means a set of initials or a fictitious name chosen by a victim to designate the victim in all public files and records concerning the offense, including police summary reports, press releases, and records of judicial proceedings.	703
<i>Pursuit, Foot</i>	Means an attempt by an officer, while on foot, to apprehend a suspect(s) who are evading arrest by fleeing on foot.	609
<i>Pursuit, Vehicle</i>	Means an attempt by an officer, while driving an emergency vehicle with lights and sirens activated, to apprehend the occupant(s) of a vehicle who are evading arrest by maintaining or increasing the speed of a vehicle and by ignoring the officer's instruction to stop or are taking evasive actions. Evasive actions may consist of increasing speed making aggressive driving maneuvers (i.e., going off-road, disregarding traffic controls, turning off vehicle lights, and/or weaving in/out of traffic), or similar actions.	620
Qq		
<i>Qualified Candidate</i>	Means an officer who has completed his initial one year probationary period, is not on suspension, is not in a limited duty assignment, and has entered a request for transfer into the Police Career Activities System.	903
<i>Qualified Interpreter</i>	Means an interpreter for the deaf who holds a current Reverse Skills Certificate, Comprehensive Skills Certificate, Master's Comprehensive Skills Certificate, or Legal Skills Certificate issued by the National Registry of Interpreters for the Deaf or a current Level III, IV, or V Certificate issued by the Board for Evaluation of Interpreters. All interpreters on DeafLink are "Qualified Interpreters."	612
<i>Qualifying</i>	Means meeting conditions or requirements set in a specific exam or test process which satisfies or exceeds state mandates.	309
Rr		
<i>Racial/Bias Profiling</i>	Means a law enforcement-initiated action by a peace officer based on an individual's race, national origin, citizenship, religion, ethnicity, age, gender, sexual orientation, or physical or mental disability rather than the individual's behavior or information identifying the individual as having engaged in criminal activity.	618
<i>Ramming</i>	Means deliberate contact with a violator's vehicle by an emergency vehicle to force the violator's vehicle off the roadway.	609, 620
<i>Rater</i>	Means an immediate supervisor who is responsible for overseeing, reviewing, and checking the daily work performance of a sworn member.	324
<i>Rating Period</i>	Means the period of time between January 1st and January 31st when all officers are rated.	324
<i>Ready Room</i>	Means designated storage room in a police facility where emergency-issue duty weapons, electronic control devices (ECD) and related equipment, and oleoresin capsicum (OC) spray are stored.	309, 512
<i>Reasonable Force</i>	Means the necessary degree of force sufficient to achieve a lawful police objective.	501



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
<i>Reasonable Suspicion</i>	Means that set of explainable facts and circumstances which lead an officer, in the light of his experience, to conclude that a person possibly is involved in past, present, or future criminal activity.	502, 508, 618
<i>Reasonable Suspicion</i>	Means a judgment/conclusion that a person is unable to safely and/or effectively perform their duties due to the suspected influence of drugs. Reasonable suspicion is based on specific, observable facts that an officer may be under the influence of drugs.	924
<i>Record</i>	Means a local government record.	323
<i>Recovered Property</i>	Means an item which has been located by an officer or a citizen and the officer knows or believes the item is stolen.	606
<i>Referral</i>	Means the recommending of an officer, through any of the (3) applicable prescribed methods, to the Officer Concern Program.	306
<i>Referral Job</i>	Means events or jobs located within Bexar County at locations other than the designated city facilities, as outlined in Article 14 of the Contract, which are referred to officers through the Off-duty Employment Detail.	905
<i>Regulation Uniform</i>	Means the uniform and accessory items listed in the appendix of this procedure.	310
<i>Relative</i>	Means persons related through blood or marriage, and include spouses, parents, children, brothers or sisters, and in-laws standing in the same relationships.	903
<i>Religious Grooming Customs</i>	Grooming customs that are firmly established in the religion of choice by the employee.	310
<i>Retaliation</i>	A negative action taken against any person for: <ol style="list-style-type: none"> 1. making a complaint, report, or charge of discrimination, harassment, retaliation, inappropriate behavior, or sexual harassment; or 2. testifying, assisting or otherwise participating in any manner in an investigation, proceeding or hearing regarding discrimination, harassment, retaliation, inappropriate behavior, or sexual harassment. 	918
<i>Reviewing Officer</i>	Means a supervisory officer responsible for supervising a rater.	324
<i>Ride Along</i>	Means the time a civilian observer is assigned with an officer while the officer is performing police duties. The ride along time should not exceed one tour of duty.	319
<i>Risk Assessment</i>	Means an unscheduled examination conducted regarding specific critical issues within an organizational component of the Department.	329
<i>Roadblock</i>	Means a barricade, or any other physical obstruction across a roadway set up to stop or prevent the escape of a fleeing vehicle.	609, 620
 Ss		
<i>SANE</i>	Means a sexual assault Nurse Examiner.	703
<i>Schedule Special Event</i>	Means an event where the Department is given at least twenty (20) calendar days notice prior to the start of the special event.	917
<i>Search</i>	Means a visual, auditory, or physical intrusion into an area where a person has a reasonable expectation of privacy, predicated on probable cause or incidental to a lawful arrest, made to discover weapons, contraband, and/or fruits, instruments or evidence of a crime.	502, 508, 601, 618
<i>Search Team</i>	Means the group of officers that conduct the actual search of the location for the person named in the arrest warrant and may be used as members of the entry team and/or security team.	503
<i>Search Team</i>	Means the group of officers that conduct the actual search of the location named in the search warrant and may be used as members of the entry team and/or security team.	504
<i>Secondary Handgun</i>	Means an approved handgun which an officer is carrying on his person in a completely concealed manner in addition to carrying a primary handgun. Officers are considered to be in possession of a secondary handgun when the officer is carrying two (2) approved handguns on his person.	309
<i>Secondary Vehicle</i>	Means the emergency vehicle that follows the primary vehicle in a pursuit, acting as a back-up for the primary vehicle.	609, 620



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
<i>Section</i>	Means the command responsibility charged to a captain.	903
<i>Security Team</i>	Means the group of officers that secure all prisoners and/or persons found at the location where the warrant is executed and may be used as members of the entry team and/or search team.	503, 504
<i>Separation Packet</i>	Means documents or forms distributed by the Accounting and Personnel Office that assist or inform a member of the proper method of separating from the Department.	914
<i>Serious Bodily Injury</i>	Means bodily injury that creates a substantial risk of death or that causes death, serious permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.	314, 328, 705, 915, 923
<i>Serious Traumatic Injury</i>	Means bodily injury and/or psychological impairment sustained by an officer which could substantially impair the officer's ability to perform his police duties.	923
<i>Sexual Conduct</i>	Means , but is not limited to, deviant sexual intercourse, sexual contact, sexual intercourse, public lewdness and indecent exposure as defined by Texas Penal Code 21.01 (1) (2) (3), 21.07 (a) (1) (2) (3) (4), and 21.08 (a).	200
<i>Sexual Harassment</i>	Sexual harassment is unwelcome conduct that includes, but is not limited to, unwelcomed sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature.	918
<i>Shall</i>	Means the action is mandatory.	200
<i>Shift Change and Relief Day System (SCHARDS)</i>	Means a computer data base used to track, by seniority, requests for shift and relief day changes from officers assigned to the patrol shifts of the Patrol Division.	903
<i>Shooting Team</i>	Means a group of departmental members who report directly to the Deputy Chief in command of the Investigations Division who are responsible for investigating all custodial deaths and officer-involved shootings which result in bodily injury or death.	705
<i>Should</i>	Means the action is advisory. Where used, "should" indicates that, while the procedure is not mandatory, it should be followed if the situation permits.	200
<i>Shoulder Weapon</i>	Means a rifle, shotgun, or submachine gun which is registered with the Department as an approved firearm. The shoulder weapon is designed to be fired with the stock of the weapon placed against the shoulder.	309
<i>Signed or Written English</i>	Means the form of communication obtained by converting American Sign Language signs into English word order and grammar.	612
<i>Signer</i>	Means a person with the basic skills and ability to facilitate communication between a police officer and a deaf or hearing impaired person. The signer will determine if their skills are not sufficient and that a qualified interpreter is needed.	612
<i>Significant Behavioral Infraction</i>	Means any conduct that an ordinary and prudent person would not engage in, given the same set of facts and circumstances and that by its very nature would bring reproach and/or discredit to the San Antonio Police Department, regardless of the legality of such conduct.	200
<i>Spark Display</i>	Means a non-contact demonstration of the ECD's ability to discharge electricity. This is conducted only when the cartridge has been removed from the weapon.	512
<i>Special Event</i>	Means an event, other than a Fiesta event, sponsored or endorsed by the City that employs officers in public safety roles. Special events include, but are not limited to: parades; foreign or national dignitary visits; and national, regional, and local holiday celebrations.	917
<i>Spontaneous Events</i>	Means events which may create a threat to public health, safety, or order and such activity occurs without sufficient notice to allow for comprehensive planning. Examples include, but are not limited to, unusual occurrences, crowd disorders, labor disputes, and First Amendment rights activities.	804
<i>Status Offender</i>	Means a child who is accused, adjudicated, or convicted for conduct that would not, under state law, be a crime if committed by an adult.	602
<i>Stop</i>	Means an intentionally initiated encounter and temporary detention of a person by an officer who has reasonable suspicion to believe that the person is involved in criminal activity, for the purpose of interrogating the person.	508



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
Stop & Frisk	Means the police practice that involves the temporary detention, field questioning, and limited search of a person and/or vehicles for weapons.	508, 618
Stress	Means an officer's behavioral, emotional, and cognitive response to any demand or demands made on him.	921
Strip Search	Means the removal or rearrangement of clothing to permit the visual or manual inspection of all skin surfaces of a person's genitals, buttocks, anus, or female breasts for the purposes of discovering weapons, contraband, or evidence and is prohibited without written consent or a search warrant. The reaching inside of clothing to immediately retrieve a weapon or contraband discovered during a frisk is not considered a strip search.	601
Subordinate	Means any member who is subject to the authority of another.	200
Substitute Employment	Means the method of allowing one officer to work for another officer, for a full shift, provided certain constraints are met.	907
Suicide Bomber	Means an individual who seeks to commit suicide with the use of an explosive device and is not concerned for the safety of others, including law enforcement and other emergency service personnel.	803
Supervisory Officer	Mean sworn personnel of this department who have attained the rank of sergeant or above.	200, 301
Suspect	Means an individual who an officer has reasonable suspicion to believe that the person has committed, is about to commit, or is committing an offense.	508
Suzanne's Law	Every Federal, State, and local law enforcement agency shall report each case of a missing child under the age of 21 reported to such agency to the National Crime Information Center (NCIC) of the Department of Justice (Section 3701(a) of the Crime Control Act of 1990). Therefore, all persons reported age 20 and under are referred to as a juvenile in NCIC and will be placed in the system. The <i>Adam Walsh Act</i> amends <i>Suzanne's Law</i> requiring entry into TCIC and NCIC within two (2) hours of receipt.	610
Tt		
Takedowns	Means using physical force when executing a leg sweep, body flip or similar control technique intended to control an individual who is offering resistance during arrest and handcuffing.	501
Take-Home Vehicle	Means <ol style="list-style-type: none"> 1. A city vehicle specifically assigned to a member for the member's use in the furtherance of his assigned tasks; and 2. To provide the member with transportation to and from his place of assignment. 	313
Tape	Means the medium utilized for the recording of radio and telephone conversations within the communications unit.	406
Terminate Pursuit	Means discontinuing the pursuit of a fleeing vehicle because of hazardous circumstances or environmental factors as evaluated by the officer in the primary vehicle, the managing supervisor, or the dispatcher supervisor.	609, 620
Tire Deflation Device (TDD)	A device deployed to puncture one or more tires that will produce a slow, controlled deflation of a vehicle's tires that should not cause the vehicle to lose control.	609, 620
Tour of Duty	Means that period of time beginning when the member reports for duty and ending when he is relieved from duty by either the dispatcher or a supervisory officer.	200
Trace Evidence	Means physical evidence in a sexual assault case, including but not limited to head and/or pubic hair, or any part of the victim's or suspect's skin, blood, or fingernail scrapings.	703
Traffic Stop	Means any time an officer initiates a motor vehicle stop resulting in the detention of an individual and/or vehicle. A motor vehicle stop includes field contacts, stops of a motor vehicle to include traffic stops, high risk felony stops and other police functions which involve stopping a motor vehicle.	618
Trained Member	Means an employee of the San Antonio Police Department who has successfully completed a course of instruction in the identification of controlled substances and dangerous drugs by means of a reagent test.	710
Training	Means a process that subjects one to certain actions, methods, techniques, exercises, etc. to bring about a desired condition or state of proficiency.	309
Transcript	Means a written copy of a data tape or portion of a data tape.	406



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
<i>Treating Physician</i>	Means the physician hired by an officer who is primarily responsible for the officer's health care for an injury or illness	904
<i>Triage Area</i>	Means an area that medical personnel partition into three (3) segments; one (1) for any deceased or untreatable victims, one (1) for seriously injured casualties, and one (1) for minor or non-injured persons.	805
<i>Tuition</i>	Means the cost associated with course instruction.	920
Uu		
<i>Under the Influence</i>	Means having a detectable amount of alcohol in the person's system, yet the blood alcohol concentration is less than 0.08.	507, 602
<i>Unified Command</i>	Unified Command allows all agencies with jurisdictional authority or functional responsibility for the incident to jointly provide management direction through a common set of incident objectives and strategies and a single incident Action Plan (IAP), where each participating agency maintains individual authority, responsibility, and accountability for their resources.	801, 802, 809
<i>Uninsured Driver</i>	Means a person that does not have insurance coverage on a specific motor vehicle at the level of liability insurance meeting the state minimums or greater.	607
<i>Unit-issued Equipment</i>	Means all items issued to a member by the unit of current assignment. Such equipment includes, but is not limited to: vehicles, weapons and ammunition, radios, pagers, telephones, pagers, fingerprint kits, keys, or other equipment issued at the unit level.	914
<i>Unit-Specific Uniform</i>	Means the uniform worn during duty hour's specific to an officer's assignment as described in the appendix.	310
<i>University Hospital</i>	Means the University Hospital Emergency Room, located at 4502 Medical Dr.; (210)358-2524.	611
<i>Unmarked Police Vehicle</i>	Means a police vehicle not displaying the emblem of the Police Department and not having emergency warning devices.	609
<i>Unscheduled Special Event</i>	Means an event where the Department is given less than twenty (20) calendar days notice prior to the start of the special event.	917
<i>Unusual Occurrence</i>	Means emergency situations that are of such significant magnitude so as to compel the recall of personnel or support from other agencies in order to protect life and property, prevent escalation, and restore order. Unusual occurrences include: <ol style="list-style-type: none"> 1. Natural disasters; 2. Manmade disasters; 3. Civil disturbances; and 4. Incidents which escalate beyond the scope of Critical Incidents. 	314, 802, 804,806
Vv		
<i>Verbal Communications</i>	Means, but is not limited, to advice, persuasion, warnings, and commands.	501
<i>Verification Officer</i>	Means a single officer assigned by a supervisor who is responsible for positively identifying and/or confirming the correct location where the warrant will be executed and for directing the entry team to the correct location.	503, 504
<i>Victim Information and Notification Everyday (VINE)</i>	Means an automated computer program designed to automatically notify complainants or victims of certain crimes of the release of the inmate arrested for the crime from the Bexar County Jail.	616
<i>Video Recording Origin</i>	Means the recording device that originally recorded the incident. This includes the locked box that some video recorders are housed in, at a business or location.	701
<i>VINE Pin Number</i>	Means any four (4) digit number selected by the complainant, victim, or officer and used by the VINE computer to notify the complainant or victim of the release of the arrested person.	616
<i>Viral Hepatitis</i>	Means a serious disease caused by a virus that attacks the liver. It can cause lifelong infection, cirrhosis (scarring) of the liver, liver cancer, liver failure, and death.	615
<i>Visitor Identification Pass</i>	Means a color-coded pass card assigned to a specific floor level issued by Security Desk personnel to any visitor conducting business beyond the Security Desk area.	317



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<u>TERM</u>	<u>DEFINITION</u>	<u>PROCEDURE</u>
<i>Voluntary Evacuation</i>	Means a warning is given to persons within the defined area that a threat to life and property exists. Individuals issued this warning are not required to evacuate.	802
<i>Voluntary Transfer</i>	Means an officer has initiated a transfer action by applying for a transfer through the Police Career Activities System or SCHARDS.	903
<i>Volunteer Auxiliary Chaplain</i>	Means a person who is not ordained, but has extensive experience in religious matters and who is otherwise qualified to assist the "Volunteer Chaplains" in their various duties.	328
<i>Volunteer Chaplain</i>	Means clergy appointed by the Chief of Police to conduct pastoral services for the department.	328
<i>Volunteer Chaplaincy Program Board</i>	Means a board consisting of the Chaplain Coordinator, the Chaplaincy Liaison Officer, a Family Assistance Officer, and a Department Psychologist. The board is designed to provide administration for the Volunteer Chaplaincy Program.	328
Ww		
<i>Warning</i>	Means the actual weather event is currently taking place for the location (usually associated with a county or specific defined area).	808
<i>Warrant Execution Supervisor</i>	Means any supervisor assigned to the Unit that is executing a warrant. This supervisor oversees the delivery and execution of the warrant and may also serve as the Investigative Supervisor.	503
<i>Warrant Execution Supervisor</i>	Means any supervisor assigned to the unit that is executing a warrant. This supervisor oversees the delivery and execution of the warrant.	504
<i>Warrantless Emergency Detention</i>	Means the process of taking a person into custody for the purpose of conducting a preliminary mental health evaluation of that person, when a peace officer believes that the person is mentally ill, is an imminent danger to himself or to others and when there is not sufficient time to get a warrant.	611
<i>Watch</i>	Means conditions are favorable for the development of the particular weather event.	808
<i>Watch Cap</i>	Means a knitted close-fitting usually navy-blue or black cap worn in cold or stormy weather. (See Beanie)	Appendix
<i>Weapon</i>	Means an instrument specifically designed for offensive or defensive combat.	309, 319, 501,601
<i>Will</i>	Means the action is mandatory.	200

Xx

Yy

Zz