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## CRIME PREVENTION PATROL AGENCY

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**TO:** ALL OFFICERS  
**FROM:** TOM TARSITANO, CHIEF  
**SUBJECT:** RADIOS  
**DATE:** 2/10/2006

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We now have a limited number of portable radios available for use. As we grow we will add portable radios on an as needed basis.

We have many accounts that do not require or need a portable radio. Supervisors (Director, Chief, Assistant Chief and Corporal) will assign radios when needed. Officers must return the radio at the end of their shift. Do not just pass the radio off to another officer unless instructed by a supervisor to do so...YOU are responsible for the radio assigned to you during your shift.

Officer are not to take the radios home.

### Radio Etiquette:

When calling another unit use their number first followed by your number, example: 101 / 102 (102 is calling 101).

**10 Codes:** Use of the 10 codes should be limited to only basic 10 codes (10-4, 10-17, 10-23, 10-8, 10-37 and the like) otherwise use plain English.

- "I'll be out at the office. (NOT 10-86 at the office)
- "I'll be out at Building 785 apartment 201 assisting Rock Hill with a noise complaint"
- "I'll be out with a possible intoxicated white male, wearing blue jeans, grey sweatshirt and a Red Sox hat, by building 123".
- "I'll be out with a possible break-in at Yorktowne, apartment 6060

### Do not use signal codes

Keep conversations to a minimum, if you feel the need to explain what happened please call the person on the phone and talk.

Regent Park Officers are not your dispatch. It's okay to let them know you're at Heather Heights and you're clear Heather Heights etc. but do not use them as your dispatch. But do keep them up-to-date.

We have 3 channels: **Charlotte** (Main Channel) - **Rock Hill** (when in RH and on a portable this is the channel you should use) - **Henry's Knob** (this is in the Clover area and not used often).

The radios will scan all three channels unless you take it off scan (press the "S" button on the left front of the radio) if you're in RH on a portable take the radio off scan, just let everyone know you'll be on RH off Scan.