

	<b>TEAGUE POLICE DEPARTMENT</b>	
	<b>Policy 4.7 Reserve Officer Program</b>	
	<b>Effective Date: November 15, 2021</b>	<b>Replaces: All Previous Versions</b>
	<b>Approved:</b>	 <b>Chief of Police</b>
	<b>Reference: TEXAS BEST PRACTICES 3.07 and 7.27</b>	

## I. POLICY

It is the policy of the Teague Police Department to maintain the highest standards of professional law enforcement services. Volunteers for reserve police officers must meet the same standards as other members of the organization. Reserve police officers should fulfill two primary functions. First, reserve officers serve as auxiliary manpower in situations as needed. Second, they provide an additional interactive link between the community and the police department. Reserve officers are subject to all the applicable rules and regulations that govern regular sworn personnel.

## II. PURPOSE

The purpose of this order is to describe the Police Reserve Unit, and outline its objectives, responsibilities, and operation.

## III. RESERVE PROGRAM (TEXAS BEST PRACTICES: 7.27)

### A. Requirements and certification

1. Requirements for age, education, and experience are the same as that for regular sworn personnel.
2. Applicants must meet all minimum requirements set forth by the Texas Commission on Law Enforcement Officer Standards and Education (TCLOE).
3. The selection process for reserve officer applicants is the same as for regular officers outlined in Policy 4.1 and 4.2.

### B. Certification and reserve officer levels

1. Apprentice Reserve Officers. Active reserve police officers who have obtained required peace officer training but have not completed field training.
2. Reserve Officer. Active reserve officers who have successfully completed basic peace officer certification, have completed field training, and hold basic peace officer license.

- a. Reserve officers will be assigned their duties on the reserve schedule. Reserve officers are required to provide 24 hours service per month.
- b. Reserve officers shall report to the supervisor or ranking officer for assignment duties and/or training.
- c. The on-duty patrol supervisor may, at his/her discretion, reassign the officer when personnel are required to assist in other areas.

#### C. Training and Performance Standards

1. Reserve police officers serve at the discretion of the Chief of Police and may be called into service at any time the chief or his designee considers it necessary to have additional officers.
2. Reserve police officers shall be considered "on duty" when they are
  - a. performing "assigned duty"
  - b. representing or identifying himself/herself as a peace officer for the purpose of taking enforcement action or discharging legal duties.
3. All reserve police officers must serve a minimum of 24 hours of duty per calendar month. Officers who are unable to meet this requirement must submit a written request through the chain of command to the Chief of Police for an approved leave of absence.
4. Depending on the level of training and experience, reserve officers may perform the same duties as other full-time, sworn personnel or be assigned to work with a regular officer.
5. All reserve police officers are subject to the same rules, regulations, and orders as regular sworn personnel.
6. All reserve police officers must successfully complete the basic officer course required by TCOLE and obtain their license as a peace officer.
7. All active reserve police officers must successfully complete the police training officer program under the supervision and evaluation of a departmentally approved field training officer. Upon the successful completion of training, reserve officers will assume duties as designated by the Chief of Police.
8. For training and evaluation purposes, all active reserve officers will work one tour of duty with a field training officer within the first six months of each calendar year.

9. All reserve officers will be required to attend periodic in-service training to complete the following:
  - a. The same training as required of regular sworn officers including courses mandated by TCOLE for certification requirements; (TEXAS BEST PRACTICES: 3.07)
  - b. All departmentally required qualifications on firearms, the baton, and any other equipment deemed necessary.
10. Reserve officers are permitted to carry a weapon pursuant statutory law.

#### D. Chain-of-Command and Operations

1. The reserve unit functions as a unit of the patrol division and reports to sergeants of the patrol division. The sergeants may designate a patrol officer to serve as a reserve liaison to monitor reserve activities and assist the sergeant.
2. The sergeant supervising the reserve unit is appointed by the Chief of Police and shall be responsible for the overall administration and planning of the reserve unit.

#### E. Organizational Function

1. The primary function of reserve police officers will be to supplement patrol operations personnel.
2. Additionally, reserve officers will be on call for assistance in emergency situations such as disasters, riots, etc., and to provide additional manpower for special enforcement assignments.
3. All reserve police officer assignments will be coordinated through the office of the sergeant of the patrol division.
4. Reserve officers may, at the discretion of the Chief of Police, be assigned to other functions within the department depending on their skills and experience.
5. Reserve Officers are permitted to carry weapons off-duty, in compliance with statutory law and departmental policy.
6. Reserve Officers may enforce laws, on or off duty, in accordance with statutory law. Enforcement actions are governed by departmental policy and statutory law.