


Atlanta Police Department Policy Manual		Standard Operating Procedure
Effective Date December 30, 2020		APD.SOP.4020 Zone Discretionary Units
Applicable To: All Sworn Employees in Field Operations Division		Review Due: 2024
Approval Authority: Chief Rodney Bryant		
Signature: Signed by RB		Date: 12/30/2020

#### Table of Content

1. PURPOSE	1	4.3.1 ZDU/ Basic Investigator Courses	3
2. POLICY	1	4.3.7 Types of ZDU/ Basic Investigator Courses	3
3. RESPONSIBILITIES	1	5. DEFINITIONS	4
4. ACTION	2	6. CANCELLATIONS	4
4.2 Duties of ZDU Members	2	8. SIGNIFICANT CHANGES	4
4.3 ZDU Training Requirements	3		

#### 1. PURPOSE

To establish Zone Discretionary Units (ZDU), which concentrate on enforcement actions in high crime areas within the zones.

#### 2. POLICY

It is the policy of the Atlanta Police Department to use a unit of officers within the zones to concentrate on established patterns of high crime incidents.

#### 3. RESPONSIBILITIES

3.1 Zone commanders may establish a ZDU. Zone commanders will identify particular problem areas for the units to concentrate on for enforcement actions.

3.2 The Assistant Zone commander will oversee the ZDU's actions to ensure that enforcement activities occur in problem areas.

3.3 Watch commanders will identify problem areas to be addressed by the ZDU and pass them on to the Assistant Zone commander for action.

3.4 The ZDU supervisor will monitor the ZDU's performance and report regularly to the zone commander on the impact of the unit in the zone.

3.5 Uniformed (Class B or C) ZDU officers must complete the 80-hour POST certified Basic Investigator's Course at the Atlanta Police Training Academy prior to being assigned to the ZDU.

3.6 Plain clothes ZDU officers must complete the 80-hour POST certified Basic Investigator's Course at the Atlanta Police Training Academy prior to being assigned to the ZDU.



Atlanta Police Department Policy Manual  
APD.SOP.4020  
Zone Discretionary Units



- 4. ACTION
  - 4.1 Dress Code for Discretionary Units Assigned to the Zones  
(APD.SOP. 2130 Dress Code, Section 4.1.2, 4.3.30 and 4.3.31)  
(CALEA 6<sup>th</sup> ed. Standard 26.1.1)
    - 4.1.1 ZDU members will concentrate on problem areas identified by the assistant zone commanders, the watch commanders, community group meetings, and crime analysts.
    - 4.1.2 ZDU members will wear either the Class B or C uniform, tactical clothing, or any other clothing (including plain-clothes or customized uniform attire) approved by the assistant zone commander.
    - 4.1.3 Assistant zone commanders will monitor the appearance of ZDU officers to ensure that the image of the unit coincides with the enforcement objective.
    - 4.1.4 Employees assigned to Field Investigation Teams (FIT) will either wear plain clothes or will wear black BDU pants and long or short sleeve t-shirts with the Department approved black mesh vest that clearly and readily identifies the employee as a police officer. The metal breast badge or an embroidered cloth badge will be worn on the left breast side and the metal nameplate or embroidered name patch will be worn on the right breast side of the Department approved black mesh vest. Zone commanders may authorize other uniforms based on a particular assignment or detail.
    - 4.1.5 Units operating within the Zones as Crime Suppression Teams (CST) may wear Class B or C uniforms, the Bike Patrol uniform (as described in APD. SOP. 2130 "Dress Code", Section 4.3.27) or a blue jumpsuit with Police and/or Atlanta Police reflective lettering on the back so as to clearly identify them as police officers, as indicated below:
      - 1. The Atlanta Police patches will be worn on each shoulder.
      - 2. The embroidered cloth badge will be worn on the left breast side and their name and rank on the right breast side.
      - 3. The equipment belt and gear will be black nylon webbing.
    - 4.1.6 Zone commanders may authorize other uniforms based on a particular assignment or detail.
  - 4.2 Duties of ZDU Members
    - 4.2.1 ZDU's will target street level crimes, such as pedestrian robberies and assaults, vehicle larcenies, burglaries, flim-flams, etc.
    - 4.2.2 ZDU's will patrol high crime areas and interview suspicious persons in such areas.
    - 4.2.3 ZDU members will assist victims in obtaining arrest warrants.
    - 4.2.4 The ZDU supervisor will work closely with the zone crime analysts to chart crime trends and identify strategies to combat high crime incidents in the zones.
    - 4.2.5 The ZDU supervisor will act as a liaison between the zones and Criminal Investigations units in an attempt to coordinate efforts against existing crimes.



## Atlanta Police Department Policy Manual

### APD.SOP.4020 Zone Discretionary Units



- 4.2.6 The ZDU supervisor will de-conflict all narcotics investigations and warrants with the APEX Unit commander.
- 4.2.7 ZDU supervisors will attend community meetings, whenever requested by the Zone commander or the Assistant Zone commander.
- 4.3 ZDU Training Requirements
  - 4.3.1 ZDU/ Basic Investigator Courses  
(CALEA 6<sup>th</sup> ed. Standard 33.6.1)
  - 4.3.2 ZDU/ Basic Investigator's Courses will be provided to sworn employees for zone discretionary positions that require or necessitate any training beyond the basic training initially received at the Academy, through the Department, or the City.
  - 4.3.3 The ZDU/ Basic Investigator's Course is designed to develop and/or enhance the skills, knowledge, and abilities specific to employees that will become assigned to the ZDU. Assignments that require ZDU training include, but are not limited to: Field Investigation Teams (FIT), Crime Suppression Teams (CST), etc.
  - 4.3.4 Zone commanders, Assistant Zone commanders, and ZDU supervisors will ensure that all employees assigned to ZDU positions that require ZDU/ Basic Investigator's Course training satisfactorily complete the training requirements for that particular assignment. Failure to complete the ZDU/ Basic Investigator's Course training may result in the employee losing his/her ZDU position. The employee may be allowed to re-take and pass the ZDU/ Basic Investigator's Course training if the employee's supervisor allows.
  - 4.3.5 Zone commanders, Assistant Zone commanders, and ZDU supervisors will continually assess the training needs of officers in ZDU positions. Supervisors will coordinate the training needs of ZDU officers in their units with the Atlanta Police training academy.
  - 4.3.6 Zone commanders, Assistant Zone commanders, and ZDU supervisors will provide coaching and on –the- job training for employees to increase their effectiveness.
  - 4.3.7 Types of ZDU/ Basic Investigator Courses
    - 1. The 80-hour POST certified Basic Investigator's Course
      - a. Allows the uniformed ZDU member to wear only the Class B or C uniform, while assigned to the ZDU. All ZDU members that wear the Class B or C uniform must complete the 80-hour POST certified Basic Investigator's Course at the Atlanta Police Training Academy prior to being assigned to the ZDU.
    - 2. The 80-hour POST certified Basic Investigator's Course
      - a. Allows the plain clothes ZDU member to wear plain clothes, tactical clothing, or any other clothing (including customized uniform attire) approved by the assistant zone commander, while assigned to the ZDU. All plain clothes ZDU members must complete the 80-hour POST certified Basic Investigator's Course at the Atlanta Police Training Academy prior to being assigned to the ZDU.



## Atlanta Police Department Policy Manual

### APD.SOP.4020 Zone Discretionary Units



- 4.3.8 Attendance at ZDU/ Basic Investigator's Course Training Functions (APD.SOP. 2080 "Training") (CALEA 6<sup>th</sup> ed. Standard 33.1.2)
- 4.3.9 The Training Unit is responsible for documenting attendance at ZDU/ Basic Investigator's Course training and maintaining attendance records.
- 4.3.10 Employees who are scheduled for ZDU/ Basic Investigator's Course training will follow the policies and procedures established by the Training Unit commander. All prospective ZDU Members will attend all training when scheduled, report on time for all training classes, and comply with applicable rules and regulations regarding conduct, dress, and participation.
- 4.3.11 Any absence from ZDU/ Basic Investigator's Course training must be approved and excused by the Training Unit commander. Prospective ZDU Members may be granted an excused absence in cases of court subpoenas, planned vacation, or any other reason deemed reasonable by the Training Unit.
5. DEFINITIONS
- 5.1 De-conflict: Communication between the ZDU, the Atlanta HIDTA Program, and CID Units, i.e. Narcotics Unit, to ensure no conflicts are present that would compromise one or the others operations in a specific area with a specific individual or group of individuals.
- 5.2 Atlanta HIDTA: The Atlanta HIDTA Program seeks to achieve measurable success in improving public safety and well-being by disrupting and dismantling drug trafficking and money laundering organizations through intelligence-driven multi-jurisdictional operations; to enhance the safety and effectiveness of law enforcement operations through training; and to improve communication and information sharing among criminal justice, drug prevention, and drug treatment professionals in support of the objectives of the Office of National Drug Control Policy.
6. CANCELLATIONS
- APD.SOP.4020 "Field Investigation Team", effective April 1, 2016.
7. REFERENCES
- APD.SOP. 2080 "Training"  
APD.SOP. 2130 "Dress Code"
- Commission on Accreditation for Law Enforcement Agencies (CALEA) 6<sup>th</sup> ed. Standards; 26.1.1, 33.1.2, and 33.6.1.
8. SIGNIFICANT CHANGES
- Section 4.1.2 was revised to read "Class B or C uniform." In its previous form, the policy stated, "Class A."
- "ZDU members will wear either the Class B or C uniform, tactical clothing, or any other clothing (including plain-clothes or customized uniform attire) approved by the assistant zone commander."