



# ***GENERAL ORDER***

**DURHAM POLICE DEPARTMENT  
DURHAM, NC**

**NUMBER:**

**1037 R-1**

## **PORTABLE TWO-WAY RADIOS**

Effective Date: 12/15/1995

Revision Dates: **R-1 01/10/2005**

### **INTRODUCTION**

The Durham Police Department has a 800 Megahertz Trunked Radio System that is described in Attachment 1 to this General Order.

The Durham Police Department is committed to providing its members with portable two-way radios in good working order. In order to do this, the following guidelines have been established.

### **ASSIGNMENT OF PORTABLE RADIOS**

All portable radios will be assigned to individual department members. Each portable radio must be signed for by the member responsible for the radio. He or she will be held accountable for it until such time as the radio or member is reassigned. See GO 3005, *Equipment Inventory*.

Members who are assigned portable radios will be held individually accountable. Members who misplace, misuse, or abuse portable radios will be held financially accountable.

### **REPAIR OF PORTABLE RADIOS**


When Communications Maintenance is open, portable radios needing repair will be taken there directly. The Radio Technicians will perform on-the-spot repairs, whenever practical, in order to keep down-time to a minimum. In the event that the radio cannot be repaired on the spot, the Radio Technician will keep it and give the member another radio on "loan." All radios left for repair and received on loan **MUST** be signed for on the proper forms. Upon completion of repair to the portable radio, the member will be notified to return the "loaner" radio and pick up their regular radio.

When Communications Maintenance is closed, there is an Electronics Technician on call through the Communications Center who will respond to repair or temporarily replace portable radios as needed.

Anytime there is the possibility that water or any other liquid may have entered the radio case, the radio should be turned off immediately and the battery removed. The radio should be transported immediately to Communications Maintenance for inspection and drying. If this occurs during a time Communications Maintenance is closed, the Communications Center should be notified by means other than the wet radio to have the on-call technician respond.

## **BATTERIES**

Replacement batteries will only be issued by Communications Maintenance and only upon receipt of the old battery.

  
**Steven W. Chalmers**  
Chief of Police