



GENERAL ORDER

**DURHAM POLICE DEPARTMENT
DURHAM, NC**

NUMBER:

1048 R-1

LAW ENFORCEMENT CHOIR

Effective Date: 09/01/2002

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

INTRODUCTION

The Durham Law Enforcement Choir may perform at formal functions pertaining to law enforcement. Such functions would include (but are not limited to) local, state and national law enforcement memorial services, law enforcement funerals, and military memorial services. To enhance the Department's public relations with citizens of Durham and North Carolina, the choir would also be available to sing for approved civilian functions upon request. Approval must come either through the Executive Command Staff or the Operations Bureau Commander of the Durham Police Department.

DEFINITIONS

Rehearsals: Scheduled practice sessions prior to performances.

Performances: Any event at which the choir is scheduled to perform.

MEMBERSHIP AND ELIGIBILITY REQUIREMENTS

The Durham Law Enforcement Choir is classified as a special assignment as per General Order 1020, and is currently attached to the Operations Bureau. It will consist of no more than twenty-five (25) members, including the choir director.

The choir may consist of sworn and retired Durham Police officers as well as non-sworn Department personnel. Membership may also be extended to individuals outside of the Durham Police Department, but such membership must first receive prior majority approval from the current choir members and shall not exceed the number of Durham Police Department members.

Memorandums will be issued advertising openings in the choir. Non-sworn employees must have successfully completed their probationary training period and Durham Police Officers may not apply for any vacancy until at least twenty-four (24) months from the date of release from the F.T.O. program, as per General Order 1020.

Any choir member who is currently on administrative leave or on a suspended work status will have his or her membership suspended pending a return to normal duty.

CHOIR DIRECTOR

The choir director will be recommended by majority vote of the current choir members. The Operations Bureau Commander must approve the selection. The director may be removed from the position following his/her failure to maintain the responsibilities and duties of the position. If the director fails to step down after being so urged, the members may forward the matter to the Operations Bureau Commander for review and/or action. The director will appoint a designee, in the event the director is not available for a performance and/or a scheduled rehearsal.

The duties and responsibilities of the choir director include:

- Establishing a set time and location for choir rehearsals;
- Booking performances for the choir;
- Providing a pianist for rehearsals;
- Securing proper sound equipment for performances;
- Selecting appropriate music for choir members to learn prior to performances;
- Maintaining a financial report to be compiled either by the director or the designee;
- Providing transportation to events; and
- Evaluating the effectiveness of the choir and completing the annual review.

REHEARSALS AND PERFORMANCES

Rehearsals normally take place on Tuesday mornings beginning at 0930 hrs and ending by 1030 hrs. Approximately two or three such rehearsals are scheduled each month, with additional rehearsals scheduled on an “as needed” basis. To participate in any choir performance, members must have attended at least 50 % of scheduled rehearsals, to include final rehearsals preceding a performance.

Performances will be scheduled and printed/e-mailed for choir notification. When a performance is scheduled, it is imperative that the choir director be notified, as soon as possible, if a member will not be able to attend any particular performance.

UNIFORM AND DRESS CODE

The choir will maintain an acceptable dress code for performances and dress rehearsals. Both police uniforms and civilian attire should be maintained at the highest of standards with regards to cleanliness. All trousers, shirtsleeves, and collars should be sharply pressed. Shoes and uniform brass should be polished to a fine finish.

All officers, sworn and retired, are to adhere to the following uniform standards:


- *Winter Uniform:* as defined in General Order 3002, to include the full Ike jacket, ascot and gloves. (see “Gear” below)
- *Summer Uniform:* as defined in General Order 3002, to include wearing white T-shirts **ONLY**, under the uniform shirt. (see “Gear” below)
- *Gear:* Gear for the above listed uniforms include the wearing of the Sam Brown belt, holster with sidearm, handcuffs with case and the ammunition carrier worn horizontally.

Depending on state and federal law, retired officers may or may not be permitted to carry their sidearm while in a police uniform outside of North Carolina. Therefore, those retired officers must omit both the sidearm and the holsters from the gear.

All civilians must wear approved attire as determined by the director.

- Men are to wear suits of similar color and/or style.
- Women are to wear dresses of similar style, color and/or length.

Personal out-of-pocket expenses may arise as members meet the above listed uniform and dress requirements.


Steven W. Chalmers
Chief of Police