



General Order

Durham Police Department
Durham, NC

Number:

2030 R-2

COURTESY OFFICER PROGRAM

Effective Date: 07/22/2010

Revision Dates: R-1 09/28/2011; **R-2 04/24/2023**

INTRODUCTION

The Durham Police Department allows officers to participate voluntarily in the Courtesy Officer Program. This program allows officers who reside in multi-family communities or housing within the Durham City limits, to receive reductions in rent in exchange for law enforcement services. Courtesy officers are encouraged to interact with residents and apartment managerial staff or landlords as necessary. The relationship of the officer to the residents and landlord is solely personal, however, all courtesy officers are continually subject to department rules and policies.

ELIGIBILITY/APPROVAL

Officers interested in participating in the Courtesy Officer Program must have completed all phases of PTO/Field Training, and must maintain an overall rating of effective, highly effective, or exemplary on his/her most recent performance evaluation.

Officers must receive prior approval to participate in the program by submitting the Courtesy Officer Request Form ([Attachment 1](#)) to the Chief of Police through the chain of command. If the request is denied, the supervisor will provide written comments explaining their decision. All request forms, once signed by the Chief of Police, will be maintained by the Secondary Employment Coordinator. Any time an officer ends participation in the Courtesy Officer Program, they must notify the Secondary Employment Coordinator of the termination date.

REGULATIONS

Officers participating in the Courtesy Officer Program must maintain their primary residence at the location the services are provided.

Any off duty courtesy officer who is responding to call(s) for service as a part of their assigned courtesy officer duties shall wear, at a minimum, a Class B, "uniform of the day" as detailed in General Order (G.O.) 3002 - Department Dress Code and General Order (G.O.) 2017 – Secondary Employment, unless the call is exigent in nature. Officers shall adhere to the guidelines for required uniform and equipment for these calls as if they were on duty, including but not limited to, department-issued radio, duty weapon, handcuffs and body-worn camera.

Officers acting under the capacity of this program will not:

- Become involved in notification of evictions,

- Participate in the collection of rent/bad checks, or
- Enforce rules, regulations or policies of the housing community to include towing vehicles as outlined in General Order (G.O.) 3033 – Towed and Stored Vehicles

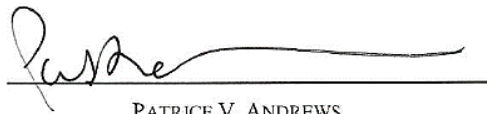
SUSPENSIONS/REMOVAL FROM PROGRAM

Officers participating in the Courtesy Officer Program acknowledge that their participation in said program may be suspended or terminated if a violation of this policy has been identified. Courtesy Officers who are placed on administrative duty shall immediately notify the contact person for their courtesy residence to notify them that their police powers have been suspended pending the outcome of their investigation. Should a violation of this policy be sustained, the involved officer may be removed from the Courtesy Officer Program and be ineligible to participate in the program for a period of two (2) years.

WORKER' COMPENSATION/CIVIL LIABILITY

The City of Durham cannot pay the benefits created by the Worker's Compensation Act for an injury occurring while participating in the Courtesy Officer Program, nor can the City be responsible for defending a civil lawsuit and payments of claims or damages awarded to a citizen because of an incident arising during participation in the Courtesy Officer Program.

The sole exception to this is an incident arising directly out of an arrest or other law enforcement function while serving as a Courtesy Officer that is within the scope of the officer's City employment. Thus, an officer participating in the Courtesy Officer Program who is making an arrest or performing other functions unique to law enforcement in response to an incident, will have the same Workers Compensation benefits and protection against civil liability claims as an on-duty officer, assuming the officer is within his territorial jurisdiction.


PATRICE V. ANDREWS
CHIEF OF POLICE