

A. PURPOSE. To guide employees in determining proper Service Areas and Beats

B. GENERAL PROCEDURES

1. The center of a boundary street or river is the dividing point between two Service Areas/Beats.
2. Service Area and Beat designation shall reflect the actual location of the incident.
3. When an incident occurs directly on the center of a boundary within the city limits, the following rules shall apply:
  - a. Within a Service Area, use the higher numeric Beat. (N5 would be selected over N1 if an incident occurred in the exact middle of Knapp Street NE.)
  - b. Between two Service Areas, use the greater alpha Area. (South would be selected over North if the incident occurred in the exact middle of Fulton Street.)
4. When an incident occurs outside the city limits, “X” is the proper Service Area/Beat designation.
5. When an incident occurs directly on the center of a boundary of the city limits and:
  - a. Grand Rapids Police Department personnel are taking the original report, use the appropriate Service Area/Beat designation.
  - b. The adjacent police agency with jurisdiction is taking the original report, use the “X” designation for any written follow-up reports.