



COLUMBIA POLICE DEPARTMENT

“Policing Excellence through Community Partnerships”

<i>Directive Type:</i> General Order	<i>Effective Date:</i> 09/08/2017	<i>General Order Number:</i> 05.17
<i>Subject:</i> State Constables		
<i>Amends/Supersedes:</i> New	<i>Chief of Police:</i>	
<i>Distribution:</i> All Personnel	<i>Review Date:</i> July 1	<i># of Pages:</i> 3

1.0 PURPOSE

The purpose of this General Order is to establish guidelines for State Constables assisting the Columbia Police Department.

2.0 POLICY

It is the policy of the Columbia Police Department to provide means for utilizing volunteer resources to contribute towards enhancing the quality of life in the community and the goals of the agency.

3.0 DEFINITIONS

State Constable: A State Constable is a non-compensated volunteer Law Enforcement Officer. State Constables are sworn officers that are appointed by the Governor of the State of South Carolina. Commissioning as a State Constable confers certain law enforcement authority and responsibilities upon the state constable and enables the state constable to participate in highly visible and significant law enforcement activities with full-time on-duty certified police officers. State Constables are regulated by the State Law Enforcement Division and their commissions are contingent upon successfully meeting training requirements and regulatory requirements as required by SLED.

4.0 PROGRAM ADMINISTRATION

The State Constables will be assigned to the Operations Bureau under the direct supervision of the Operations Bureau Major or his designee.

The Supervisor will be responsible for:

1. A list of commissioned constables will be provided by the Local State Constable district officer every six (6) months. Contact SLED to request to utilize constables and confirm the eligibility of the list of commissioned constables to work.

2. Ensure that each State Constable desiring to assist the Columbia Police Department has met all the requirements of this policy and holds a valid commission from SLED.
3. Scheduling and requesting assistance through the district officer.
4. Providing the Chief of Police with periodic updates as requested.
5. While assisting the Police Department, constables shall be supervised by the Officer to which they are assigned and the on duty Shift Supervisor. Any Officer charged with the supervision of a constable shall immediately report any violations of this policy or any other Police Department Policy to their immediate supervisor.

5.0 ELIGIBILITY

5.1 Training Requirements

In order to be eligible to assist the Columbia Police Department, State Constables must at a minimum meet the following training requirements:

1. State Constables must maintain their commission through the State Law Enforcement Division. The constable supervisor will ensure that each constable is duly commissioned.
2. State Constables will be provided a copy of the Department's Directives and Procedures. Constables will complete a verification form certifying that they have read, understand, and agree to abide by all policies and procedures as outlined by the Columbia Police Department's Directives and Procedures.
3. State Constables must complete SLED-approved annual in-service training each year. Constables are required to attend a departmental annual in-service training session taught by SCCJA certified law enforcement instructors or in-service training provided by a Technical Education College, the S.C. Criminal Justice Academy, or other providers specifically approved by SLED. Constables must provide written documentation to the supervisor for in-service training that has been completed outside of the department.
4. As required by the Columbia Police Department's General Order 01.02, no officer shall be allowed to carry a lethal and/or less-than-lethal weapon that they have not been trained and found proficient in its use. This shall apply to State Constables. State Constables are required to provide written documentation to the supervisor that they have successfully completed and certified through SLED-approved training courses in the use of each lethal and/or less-than-lethal weapon they intend to carry while on duty assisting the Columbia Police Department.

5.2 Termination/Denial

State Constables may have their volunteer participation terminated/denied:

1. Failing to follow the policies, procedures, and rules of the State Constable Program as outlined by SLED;
2. Violations of department directives and procedures;
3. Violations of law as set out in the program; and
4. At the discretion of the Chief of Police.
5. No constable shall be allowed to assist the Columbia Police Department until all training requirements have been satisfied.

6.0 UNIFORM

State Constables assisting the Columbia Police Department shall wear their Class A or Class B uniforms as defined by the SC State Constable Policy and Procedure Manual.

Any constable reporting for work inappropriately dressed will not be allowed to assist the department.

7.0 DUTIES

7.1 Routine Patrol

The constable must at all times be in the company of a full time, on-duty certified Columbia Police Department officer. "In the company of" means within sight and normal conversational voice range, except while temporarily separated due to unforeseen circumstances during a service call or incident, and when such separation is necessary for effective handling of the incident, or to ensure officer or public safety.

The constable must remain in compliance at all times with all other requirements of this policy.

The supervisor while be responsible for scheduling and assigning the constable to a shift based on assistance requested.

7.2 Special Events

Special Event means festivals, fairs, parades, or other scheduled events of limited duration or emergency or critical incidents.

The constable must at all times be in proximate contact with a full time, certified Columbia Police Department Officer. "Proximate contact" means within sight and/or radio contact with a certified officer who is in position to respond immediately to the constable's location. Such assignments include, but are not limited to, direction of traffic at a fixed point, directing drivers to parking spaces, standing and walking posts on parade routes and standing and walking posts at fairs, festivals, entertainment shows and other special events of limited duration, or other approved locations.

7.3 Jurisdiction

When performing activities approved by SLED, the constable's territorial jurisdiction is limited to that of the officer accompanying the constable.

7.4 Investigations and Proceedings

Constables that assist the Columbia Police Department shall cooperate fully with any investigations or proceedings that arise out of their assistance to the Police Department. Constables shall be required to attend all criminal/civil proceedings when requested and shall be required to provide statements and/or assist in the documentation of police activities when requested.