

	<b>MESQUITE POLICE DEPARTMENT</b>
	<b>246.00 CID AFTER-HOURS CALLOUT</b>
	<b>Effective Date: April, 2014</b>
	Approved: _____  Chief of Police

**I. Policy Statement**

The efficient and effective investigation of criminal offenses will mandate the occasional after-hours response by investigative personnel. This policy is designed to outline the procedures to be followed when such callouts are necessary.

**II. Procedures**

- A. Before an after-hours callout of CID personnel is initiated, a Patrol supervisor should make an on-scene evaluation of the facts and circumstances. If the on-scene supervisor feels a callout is warranted, they should then consult with the on-duty Watch Commander who will make the decision to initiate a callout.
- B. When an investigator is required after hours, the On-Call Log on the CID Databases page should be referenced and the on-call CID supervisor contacted. The only exceptions are officer involved shootings and homicides. In such cases, the Capers sergeant and CSS sergeant, or their designated back-ups, should be contacted initially.
- C. The on-call CID sergeant will determine the appropriate investigative response and, when practical, send an email to the CID lieutenant, CID captain, and the Watch Commander advising of the nature of the callout and who is responding.
- D. At least one detective from the investigative unit primarily responsible for the specific type of offense will respond. Detectives from other sections may also respond to assist.
- E. The primary detective will, as soon as possible after responding to the scene, provide both their assigned sergeant and the on-call sergeant with a brief summary of the situation. This can be accomplished by email, text, or phone call depending on the seriousness of the offense. In the event the detective's assigned supervisor is unavailable, their designated back-up will be notified.
- F. Once a callout is initiated, the primary investigator will report to his or her assigned supervisor regarding any updates or questions. If their assigned supervisor is unavailable, they will report to the on-call sergeant.
- G. When practical, at the conclusion of a callout and before the primary detective concludes their callout shift, that detective will ensure an email is sent summarizing the callout and the investigative outcome to: their immediate supervisor, the on-call CID sergeant, and the Watch Commander.
- H. Circumstances may arise that require deviation from this policy. In such instances, the CID lieutenant, or in his absence the CID captain, will be notified and approve and/or determine the appropriate response.

**III. General – CID Personnel**

- A. One detective from each specialized investigative unit will always be on-call.
- B. When on-call, CID personnel will work in that capacity for a one week period.
- C. All on-call periods will be selected by CID personnel at the same time that vacation selections are made and will be indicated on the CID schedule accessible via the CID databases page.

**EFFECTIVE:** April, 2014

