

PREFACE

The primary purpose of this manual of standard operating procedures is to provide guidance to the members of the Covington Police Department in carrying out their daily tasks. The publication of this manual is intended to have the interests of the community, the organization and the individual employee in mind. Therefore, it is imperative that the department initiates policies and procedures in an attempt to provide this service in a consistent and lawful manner.

This manual is also to establish for the management of the department and the standards of behavior to which every member of the department shall be held accountable. Its goals are to increase the quality of police service; to elevate the standards of the profession; to strengthen the public's confidence in law enforcement; to encourage officers individually and collectively to fully appreciate the total responsibilities of their office; and to earn the support and cooperation of the general public in these endeavors.

These standard operating procedures are for department use only and do not apply in any civil or criminal proceedings. These standard operating procedures should not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of these standard operating procedures will form the basis for departmental administrative sanctions only. Violations of law will form the basis for civil or criminal sanctions in a recognized judicial setting.

It is well recognized that the only individual who makes no mistakes is the individual who takes no action. Any action involves prior decisions, and there will inevitably be some honest mistakes in judgment and its resulting actions. Such honest and unintentional mistakes are expected and excusable. However, any police effort to conceal or deny mistakes is not justified and will not be tolerated.

The basis, however, of all police action is the law. The credibility of the law enforcement profession will be measured by its contribution to the welfare of man, its concern for excellence and by the guidance it provides to its members toward a high level of ethical practice.