

PORT HURON POLICE DEPARTMENT POLICY AND PROCEDURAL ORDER

		ORDER NO 03-01
SUBJECT: Contract Services		
EFFECTIVE DATE May 25, 1994	DISTRIBUTION B	REVIEWED: 12/16/19 REVISED:
Requirements:		
ISSUED BY: Chief Joseph A. Platzer		Forms:

I. PURPOSE

The purpose of this order is to establish a policy governing the contractual provision of law enforcement services to other governmental agencies by or to the Port Huron Police Department.

II. POLICY

- A. The Port Huron Police Department will contract law enforcement services based on an assessment of the recipient governmental agency's needs.
- B. A written agreement between the Port Huron Police Department and another party will contain, at a minimum, the following:
 1. A statement of the specific services to be provided by or to the department, including but not limited to the following:
 - a. Nature and extent of services provided.
 - b. Equipment and facilities to be used.
 - c. Functions and activities to be used.
 - d. Responsibilities for planning, scheduling, and organizing.
 - e. Legal authority.
 2. Specific language dealing with the financial agreement between the parties.
 3. Specific language governing the maintenance of records by the provider agency concerning performance of services. Examples of data that should

be maintained are the number of calls for service, nature of the calls, number of arrests, etc.

4. Language concerning the duration, modification, and termination of the contract.
5. Specific language dealing with legal contingencies, such as provision(s) of protection from lawsuits arising from the service.
6. A statement stipulating that the provider agency maintains control over its personnel.

III. EMPLOYEE RIGHTS

The rights of officers employed by the Port Huron Police Department, assigned under a contract for law enforcement services, including employment rights, promotional opportunities, training opportunities, or fringe benefits will not be abridged.

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