

WINONA POLICE DEPARTMENT

NUMBER: 109-08 PAGES: 1

EFFECTIVE DATE: July 27, 2004

SUBJECT: DESIGNATED SHIFT TITLES

1.0 PURPOSE:

It is the purpose of this general order to establish policy and procedure for the designation of specific titles for each of the various patrol shifts.

2.0 POLICY:

It is the general policy of this department that each of the various patrol shifts shall have a designated number title, so that when making reference to a particular shift, all persons of this department shall refer to the shifts in the same manner.

3.0 PROCEDURE:

3.1 First Shift: For the purposes of this policy, the first shift shall be that patrol shift which works from 0630-1500 hours daily.

3.2 Second Shift: For the purposes of this policy, the second shift shall be that patrol shift which works from 1430-2300 hours daily.

3.3 Third Shift: For the purposes of this policy, the third shift shall be that patrol shift which works from 2230-0700 hours daily.

3.4 Supplemental Shift: For the purposes of this policy, the supplemental shift shall refer to those officers who are assigned to the various other shifts currently in use within the police department. The standard hours for the supplemental shift are 1830-0300 hours.