CHIEF'S PREFACE
The Boise Police Department is committed to the protection of constitutional, human, and civil rights. We strive to make sure community members are not only safe in our city but feel safe as well.

It's my belief that anyone who enters the police profession is willing to put service and commitment to others above themselves. To help our officers and our professional staff achieve these goals we will provide best in class training, policies, and procedures. We will also give our staff ongoing education to ensure they can work with discretion and excellence in execution of duty.

This Policy Manual is our collective commitment as a Police Department to do our jobs in the most professional, ethical, and legal manner possible. This Policy Manual will help guide employees of the Boise Police Department in carrying out their assigned responsibilities.

All Boise Police Officers have taken an oath to protect and serve. To do that effectively we must have the trust of our community. We will gain and maintain that trust through a community policing model. We will work with our community and partner agencies to help people in Boise fulfill their right to live and work in freedom and safety.

Ron Winegar
Chief of Police
IDAHO LAW ENFORCEMENT CODE OF ETHICS / STANDARDS OF CONDUCT

As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the constitutional rights of all to liberty, equality and justice.

I will keep my private life unsullied as an example to all; and will behave in a manner that does not bring discredit to me or to my agency. I will maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities, or friendships to influence my decisions. With no compromise for crime and the relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of law enforcement service. I will never engage in acts of corruption or bribery, nor will I condone such acts by other law enforcement officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.

I know that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.

I will constantly strive to achieve these objectives and ideals, dedicating myself with sincere and unfaltering commitment to my chosen profession... law enforcement.

Reference: IDAPA 11.11.01.057.07
MISSION OF THE BOISE POLICE DEPARTMENT

PROTECT, SERVE, AND LEAD OUR COMMUNITY TO A SAFER TOMORROW
BOISE POLICE DEPARTMENT CORE VALUES
The following are core values of the Boise Police Department, in no particular order of priority:

- **Safety**: Safety is of paramount importance in all aspects of our work. We regard the safety of our employees, our citizens, and our communities as our highest priority.

- **Service**: We are committed to making decisions in the best interests of the community we serve, providing the highest quality police services, and exceeding our customers' expectations. We embrace community input and involvement to enhance public safety, prevent and solve crime, and address quality of life issues.

- **Leadership**: We strive to maintain the proud tradition of our past while meeting the challenges of our future. We expect our employees to be leaders in our organization and community. We believe in doing the right thing, in the right way, at the right time, and for the right reasons.

- **Accountability**: We strive to be courageous, fair, and decisive and hold ourselves accountable for our actions and decisions. We operate openly, maintaining public trust and confidence.

- **Professionalism**: We require the highest professional and ethical standards and demonstrate honesty and integrity in our words and actions. We treat everyone with respect and dignity, preserve life, protect property, and respect constitutional rights while enforcing the law with fairness and impartiality.

- **Creativity**: We provide an environment that fosters creative thinking and an individualized and innovative approach to each situation. We continuously seek employee input to improve our practices, programs, and services.
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Chapter 1 - Law Enforcement Role and Authority
Police Authority

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100.1 PURPOSE AND SCOPE
The purpose of this policy is to affirm the authority of the members of the Boise Police Department to perform their functions based on established legal authority.

100.2 POLICY
It is the policy of the Boise Police Department to limit its members to only exercise the authority granted to them by law.

While this department recognizes the power of police officers to make arrests and take other enforcement action, officers are encouraged to use sound discretion in the enforcement of the law. This department does not tolerate abuse of police authority.

100.3 POLICE OFFICER AUTHORITY
The authority of certified full-time police officers of the Boise Police Department whose duties include and primarily consist of the prevention, investigation and detection of crime shall apply when performing their assigned functions and duties outside the City when any of the following exist (Idaho Code 67-2337):

(a) When a request for police assistance is made by another law enforcement agency.

(b) When the officer has probable cause to believe a crime is occurring involving a felony or an immediate threat of serious bodily injury or death to any person.

(c) When the officer is in fresh pursuit as defined in and pursuant to Chapter 7, Title 19, Idaho Code.

(d) As authorized by this department pursuant to an existing mutual assistance compact with an outside jurisdiction.

Officers of this department will not routinely perform police duties outside of the City limits except as approved by the Division Captain or Chief of Police or his designee.

100.3.1 POLICE OFFICER POWERS OF ARREST
An officer may make an arrest in obedience to a warrant, or may, without a warrant, make an arrest under any of the following circumstances (Idaho Code 19-603):

(a) For a misdemeanor or felony committed or attempted in his/her presence.
(b) When probable cause exists to believe that a person has committed a felony not in his/her presence.

100.3.2 OTHER AUTHORITY
Sworn members of this department who enter the state of Oregon in order to provide or attempt to provide police assistance have Oregon peace officer authority within 50 miles of the Idaho-Oregon border (ORS 133.405). Such authority shall only apply when officers are acting:

(a) In response to a request for police assistance initiated by an Oregon sheriff, constable, marshal, municipal police officer, or member of the Oregon State Police.

(b) In response to a reasonable belief that emergency police assistance is necessary to preserve life and circumstances make it impractical for Oregon police officials to formally request assistance.

(c) For the purpose of assisting Oregon police officials with emergency assistance in response to criminal activity, traffic accidents, emergency incidents, or other similar public safety situations, regardless of whether an Oregon police official is present at the scene of the incident.

Boise Police Department officers have no authority to enforce Oregon traffic or motor vehicle laws. Whenever practicable, officers should seek permission from a department supervisor before entering Oregon to provide police services. As soon as practicable, officers exercising police authority in Oregon shall submit any appropriate written reports concerning the incident to the Oregon agency having primary jurisdiction over the area in which the incident occurred.

100.4 INTERSTATE POLICE OFFICER POWERS
Police officer powers may be extended to other states:

(a) As applicable under interstate compacts, memorandums of understanding, or mutual aid agreements in compliance with the laws of each state.

(b) When an officer enters the following states while in pursuit of a person who the officer has probable cause to believe has committed a felony:

1. Utah (Utah Code 77-9-1)
2. Nevada (NRS 171.158)
3. Oregon (ORS 133.430)

(c) When an officer enters Montana while in pursuit of a person who the pursuing officer has probable cause to believe committed a crime (§ 46-6-411, MCA).

(d) When an officer enters Washington while in pursuit of a person who the pursuing officer has probable cause to believe has committed a felony; or a violation related to driving while intoxicated, driving while under the influence of drugs or alcohol, driving while impaired, or reckless driving (RCW 10.89.010).

Whenever an officer makes an arrest in Montana, Utah, Nevada, Oregon, or Washington, the officer shall take the offender to a magistrate or judge in the county where the arrest occurred.
100.5 CONSTITUTIONAL REQUIREMENTS
All members shall observe and comply with every person’s clearly established rights under the United States and Idaho Constitutions.
Chief Executive Officer

| Effective Date: | 08/17/2022 |
| Revised Date:   | 7/27/2022  |
| Issuing Authority: | Chief Ryan Lee |

101.1 PURPOSE AND SCOPE
This policy provides guidelines for the appointment of the Chief Executive Officer of the Boise Police Department, who is required to exercise the powers and duties of the office as prescribed by state law.

101.2 POLICY
It is the policy of the Boise Police Department that the Chief of Police meets the minimum standards for exercising his/her authority granted by law.

101.3 CHIEF OF POLICE
All law enforcement Chief Executive Officers employed within the State of Idaho are required to meet Idaho Peace Officer Standards and Training Council (POST) certification requirements within the prescribed time periods (Idaho Code 19-5109).
Policy Manual

Effective Date: 08/17/2022
Revised Date: 7/27/2022
Issuing Authority: Chief Ryan Lee

102.1 PURPOSE AND SCOPE
The manual of the Boise Police Department is hereby established and shall be referred to as the Policy Manual or the manual. The manual is a statement of the current policies, rules and guidelines of this department. All members are to conform to the provisions of this manual.

All prior and existing manuals, orders and regulations that are in conflict with this manual are rescinded, except to the extent that portions of existing manuals, procedures, orders and other regulations that have not been included herein shall remain in effect, provided that they do not conflict with the provisions of this manual.

The manual is in addition to the City of Boise's Employee Policy Handbook, except as necessary to give effect to the express terms of the Collective Labor Agreement between the City of Boise and Local 486 of the International Brotherhood of Police Officers. Due to legal and/or safety concerns related to law enforcement services, it may be necessary for the Boise Police to implement rules and procedures that vary from the City of Boise's Employee Policy Handbook. In such cases, the variance will be clearly identified and, in the event of a conflict, the department policy and procedure will prevail. The Policy Committee Chairperson will work with Boise City Human Resources to resolve any policy conflicts.

Additional resources for direction include:
- City of Boise's Employee Policy Handbook (applicable to all City of Boise employees)
- Collective Labor Agreement (applicable to contract employees)
- The Officer's Resource Guide (ORG)
- Critical Incident Task Force Manual

102.2 POLICY
Except where otherwise expressly stated, the provisions of this manual shall be considered as guidelines. It is recognized that the work of law enforcement is not always predictable and circumstances may arise which warrant departure from these guidelines. It is the intent of this manual to be viewed from an objective standard, taking into consideration the sound discretion entrusted to members of this department under the circumstances reasonably available at the time of any incident.
102.2.1 DISCLAIMER
The provisions contained in the Policy Manual are not intended to create an employment contract nor any employment rights or entitlements. The policies contained within this manual are for the internal use of the Boise Police Department and shall not be construed to create a higher standard or duty of care for civil or criminal liability against the City, its officials or members. Violations of any provision of any policy contained within this manual shall only form the basis for department administrative action, training or discipline. The Boise Police Department reserves the right to revise any policy content, in whole or in part.

102.3 DEFINITIONS
The following words and terms shall have these assigned meanings throughout the Policy Manual, unless it is apparent from the content that they have a different meaning:

Adult - Any person 18 years of age or older.

Cadet - A non-sworn volunteer position used to prepare an individual for a potential career in policing through job orientation and first-hand experience, with cadet assignments restricted to non-enforcement police-related functions.


City - The City of Boise.

Professional Staff - Employees who are not sworn peace officers.

Department/BPD - The Boise Police Department.

Employee/personnel - Any person employed by the Department.

IDAPA - Idaho Administrative Procedure Act (Example: IDAPA 16.02.24.110).

ITD - The Idaho Transportation Department.

Juvenile - Any person under the age of 18 years.


May - Indicates a permissive, discretionary or conditional action.

Member - Any person employed or appointed by the Boise Police Department, including:
- Full- and part-time employees
- Sworn peace officers
- Reserve, auxiliary officers
- Professional Staff employees
- Volunteers

Officer - Those employees, regardless of rank, who are sworn peace officers of the Boise Police Department.
On-duty - A member's status during the period when he/she is actually engaged in the performance of his/her assigned duties.

Order - A written or verbal instruction issued by a superior.

POST - The Idaho Peace Officer Standards and Training Council.

Rank - The title of the classification held by an officer.

Shall or will - Indicates a mandatory action.

Should - Indicates a generally required or expected action, absent a rational basis for failing to conform.

Supervisor - A person in a position of authority that may include responsibility for hiring, transfer, suspension, promotion, discharge, assignment, reward or discipline of other department members, directing the work of other members or having the authority to adjust grievances. The supervisory exercise of authority may not be merely routine or clerical in nature but requires the use of independent judgment.

The term "supervisor" may also include any person (e.g., officer-in-charge, lead or senior worker) given responsibility for the direction of the work of others without regard to a formal job title, rank or compensation.

USC - United States Code.

Volunteer - Individuals or organized community groups who voluntarily perform services for the Boise Police Department without compensation. Volunteers serve "at-will" and are not considered employees of the City.

102.4  AUTHORITY
The Chief of Police shall be considered the ultimate authority for the content and adoption of the provisions of this manual and shall ensure compliance with all applicable federal, state and local laws. The Chief of Police or the authorized designee is authorized to issue Executive Orders, which shall modify those provisions of the manual to which they pertain. Executive Orders shall remain in effect until rescinded, or until such time as they may be permanently incorporated into the manual.

102.5  ISSUING THE POLICY MANUAL
An electronic version of the Policy Manual will be made available to all members on the department network for viewing and printing. No changes shall be made to the manual without authorization from the Chief of Police or the authorized designee.

Each member shall acknowledge that he/she has been provided access to, and has had the opportunity to review the Policy Manual and Executive Orders. Members shall seek clarification as needed from an appropriate supervisor for any provisions that they do not fully understand.
102.6 PERIODIC REVIEW OF THE POLICY MANUAL
The Chief of Police will ensure that the Policy Manual is periodically reviewed and updated as necessary.

102.7 REVISIONS TO POLICIES
All revisions to the Policy Manual will be provided to each member on or before the date the policy becomes effective. Each member will be required to acknowledge that he/she has reviewed the revisions and shall seek clarification from an appropriate supervisor as needed.

Members are responsible for keeping abreast of all Policy Manual revisions.

Each Division Captain will ensure that members under his/her command are aware of any Policy Manual revision.

All department members suggesting revision of the contents of the Policy Manual shall forward their written suggestions to their Division Captains, who will consider the recommendations and forward them to the Policy Committee Chair as appropriate.
Chapter 2 - Organization and Administration
Organizational Structure and Responsibility

Effective Date: 08/17/2022
Revised Date: 7/27/2022
Issuing Authority: Chief Ryan Lee

200.1 PURPOSE AND SCOPE
This policy establishes the organizational structure of the department and defines general responsibilities of department members.

200.2 POLICY
The Boise Police Department will implement and maintain an organizational structure that provides clear and identifiable roles for command, control, and guidance of the department. Each position and assignment should have clearly identified responsibilities and a defined chain of command.

200.3 DIVISION
The Chief of Police is responsible for administering and managing the Boise Police Department. There are six divisions in the department as follows:

- Administrative Support Division
- Patrol Division
- Criminal Investigations Division
- Community Outreach Division
- Professional Standards Division
- Training, Education & Development Division

In addition, the organizational structure includes a cross-divisional Special Operations Group (SOG) and a Public Safety Communications team.

See attachment: BPD ORG CHART_OCT 2022.pdf

200.3.1 ADMINISTRATIVE SUPPORT DIVISION
The Administrative Support Division (ASD) performs administrative functions and internal support services to each division and the organization as a whole. The Administrative Support Division is led by the Chief Administrative Officer, whose primary responsibility is to provide general management direction and control for the Administrative Support Division and serves as a liaison on behalf of the Department with City of Boise internal service departments. The Administrative

200.3.2 PATROL DIVISION
The Patrol Division provides 24/7 citywide policing services, responding to calls for service and protecting life and property. The Patrol Division is led by a Captain, whose primary responsibility is to provide general management direction and control for the Patrol Division. The Patrol Division consists of uniformed Patrol and specialized operations, which includes the Canine, Community Service Specialist and Telephone Reporting units.

200.3.3 CRIMINAL INVESTIGATIONS DIVISION
The Criminal Investigations Division (CID) conducts criminal investigations to hold offenders accountable and provides comprehensive victim services. The Criminal Investigations Division is led by a Captain, whose primary responsibility is to provide general management direction and control for the Criminal Investigations Division. The Criminal Investigations Division consists of a Special Investigations Group (SIG) responsible for drug and organized crime investigations, and also the Violent Crimes, Special Victims, Property Crimes, Financial Crimes, and Victim Witness units.

200.3.4 COMMUNITY OUTREACH DIVISION
The Community Outreach Division (COD) provides community-oriented policing services, with a goal of building partnerships and collaborating with neighborhoods on innovative solutions to address and prevent crime issues across the city. The Community Outreach Division is led by a Captain, whose primary responsibility is to provide general management direction and control for the Community Outreach Division. This division consists of uniformed Traffic, Bike, Neighborhood Contact, School Resource, Airport, and Boise State University teams; and Criminal Intelligence Unit (CIU), Behavioral Health Unit, and Special Events.

200.3.5 PROFESSIONAL STANDARDS DIVISION
The mission of the Professional Standards Division is to protect the public, the employee, and the Department by conducting fair, thorough, and proactive investigations of alleged police misconduct. The Professional Standards Division is led by a Captain, whose primary responsibility is to provide general management direction and control for the Professional Standards Division. The Professional Standards Division includes the Office of Internal Affairs, departmental policy process, backgrounds/onboarding, and recruiting functions.

200.3.6 TRAINING, EDUCATION AND DEVELOPMENT DIVISION
The Training, Education and Development Division (TEDD) manages and administers department-wide programs and processes for standardized training, leadership development, and to promote employee safety and wellness. The Training, Education and Development Division is led by a Captain, whose primary responsibility is to provide general management direction and control for the Training, Education and Development Division. This division consists of the Training unit, Armory, Patrol Academy, and the Range.
200.3.7 SPECIAL OPERATIONS GROUP
The Special Operations Group (SOG) is a cross-divisional group of officers specially trained in advanced tactics and deployed for special or high-risk police operations. The Special Operations Group is led by a Commander, whose primary responsibility is to provide general management direction and control for the SOG units. The SOG is comprised of a Special Operations Unit (SOU) Explosive Ordnance unit (EOD), and a Crisis Negotiation Team (CNT).

200.3.8 PUBLIC SAFETY COMMUNICATIONS TEAM
The Public Safety Communications Team creates and facilitates clear, concise, and accurate communication between the Boise Police Department and both news media outlets and the general public. Information is shared through the publication of press releases, social media, other electronic communication and in person dialogue. The Public Safety Communications Team is led by a Communication Sr. Manager, whose primary responsibility is to provide general management direction and control over staff in the Public Safety Communications Team, and fulfilling the role of Communication Manager on the Community Engagement Team.

200.4 COMMAND PROTOCOL
Members of the Boise Police Department shall recognize and utilize established command protocol for succession of command and unity of command, in accordance with the standards detailed below.

200.4.1 SUCCESSION OF COMMAND
The Chief of Police exercises command over all personnel in the Department. During planned absences, the Chief of Police will designate the Deputy Chief to serve as the acting Chief of Police. Except when designated as above, the order of command authority in the absence or unavailability of the Chief of Police and Deputy Chief is as follows:

1. Patrol Division
2. Community Outreach Division
3. Criminal Investigations Division
4. Training, Education & Development Division
5. Professional Standards Division

200.4.2 UNITY OF COMMAND
The principles of unity of command ensure efficient supervision and control within the Department. Generally, each employee shall be accountable to one supervisor at any time for a given assignment or responsibility. Except where specifically delegated authority may exist by policy or special assignment (e.g., Canine, SOU), any supervisor may temporarily direct any subordinate if an operational necessity exists.
200.5 AUTHORITY AND RESPONSIBILITIES
Each member will be assigned duties and responsibilities. Each member is delegated the authority necessary to effectively execute those responsibilities. Each member will also be held accountable for the appropriate application of that delegated authority.
Executive Orders

| Effective Date: | 08/17/2022 |
| Revised Date:   | 7/27/2022  |

Issuing Authority:
Chief Ryan Lee

201.1 PURPOSE AND SCOPE
Executive Orders establish an interdepartmental communication that may be used by the Chief of Police to make immediate changes to policy and procedure consistent with the current Memorandum of Understanding. Executive Orders will immediately modify or change and supersede sections of this manual to which they pertain.

201.1.1 EXECUTIVE ORDER PROTOCOL
Executive Orders will be incorporated into the manual as required upon issuance. Executive Orders will modify existing policies or create a new policy as appropriate and will be rescinded upon incorporation into the manual.

All existing Executive Orders have now been incorporated in the updated Policy Manual as of the below revision date.

Any Executive Orders issued after publication of the manual shall be numbered consecutively starting with the last two digits of the year. For example, 21-01 signifies the first Executive Order for the year 2021.

201.2 RESPONSIBILITIES

201.2.1 STAFF
All staff shall review and acknowledge revisions of the Policy Manual, which will incorporate changes originally made by an Executive Order.

201.2.2 CHIEF OF POLICE
The Chief of Police or designee shall issue all Executive Orders. Upon issuance, Executive Orders will be communicated to all employees impacted by the Order in a timely manner.

201.3 ACKNOWLEDGEMENT OF EXECUTIVE ORDERS
All employees are required to read and obtain any necessary clarification of all Executive Orders. All employees are required to acknowledge the receipt and review of any new Executive Order. Failure of a member to review Executive Orders and changes in Policy shall not be an excuse for violation of policy. Signed acknowledgement records will be maintained by the Captain of the Training Education and Development Division.
Emergency Management Plan

**Effective Date:** 08/17/2022  
**Revised Date:** 7/27/2022  
**Issuing Authority:** Chief Ryan Lee

202.1 PURPOSE AND SCOPE
This policy clarifies the role of the Boise Police Department, the City of Boise Emergency Operations Plan (EOP), the Ada County Emergency Operations Plan and responsibilities of its members pertaining to large scale emergencies and the Idaho Emergency Operations Plan (IDEOP).

202.2 POLICY
The Boise Police Department will prepare for large scale emergencies within and outside its jurisdiction through planning and mutual cooperation with other agencies.

The City Emergency Operations Plan complies with IDEOP (Idaho Code 46-1006; Idaho Code 46-1009). This plan provides guidance for City emergency operations within and outside its borders, as may be required.

202.3 ACTIVATING THE EMERGENCY OPERATIONS PLAN
The Mayor or Mayor's designee is the only person who can declare a local disaster emergency. This declaration activates the City's EOP. Law enforcement may respond and participate in an immediate response to a disaster-type scenario in the course of their duties. This response falls within guidelines under the National Incident Management System (NIMS). However, an official declaration is needed in order to activate the EOP. This unlocks additional resources. Once the mayor or their designee declare a disaster, they will then activate the EOP for the City of Boise. Emergency operations will be managed by the City Coordination Center (CCC). The CCC is similar to an Emergency Operations Center (EOC).

Upon activation of the plan, the Chief of Police or their authorized designee shall contact the CCC and Boise's Office of Emergency Management (OEM) to assist with mutual aid response from local, state and federal law enforcement agencies. All requests for assistance will be made through the CCC and/or Boise OEM.

This department shall operate under the National Incident Management System (NIMS) and the Incident Command System (ICS).

202.3.1 RECALL OF PERSONNEL
In the event that the Emergency Operations Plan is activated, all employees of the Boise Police Department are subject to immediate recall to service as soon as is practicable. Employees may
also be subject to recall during extraordinary circumstances as deemed necessary by the Chief of Police or the highest ranking on-duty supervisor.

Failure to promptly respond to an order to report for duty may result in discipline.

202.3.2 CONTINUITY OF OPERATIONS PLAN
The Continuity of Operations Plan (COOP) establishes the chain of command for the city during a disaster response. In the event the Mayor or the Mayor’s designee is incapacitated and/or unavailable, the COOP designates the next in command of the city. The COOP is located with the City’s EOP.

202.4 LOCATION OF THE EMERGENCY OPERATIONS PLAN
Copies of the Emergency Operations Plan are available in the Boise City Hall Emergency Management Office, the City Hall Security Office, BPD's Criminal Intelligence Unit, and via the Boise Office of Emergency Management SharePoint (restricted access). All supervisors should familiarize themselves with the Emergency Operations Plan; especially the EOP's Concept of Operations, Emergency Support Function (ESF) roles, and the Disaster Declaration checklist. Personnel wishing to review the EOP and/or supporting documents may contact the Criminal Intelligence Unit or Boise OEM for copies. The Administrative Support Division Captain will ensure that department members are familiar with the roles they will fulfill when the plan is implemented.

202.5 EMERGENCY OPERATIONS PLAN REVIEW
The Chief of Police or the authorized designee shall review the Emergency Operations Plan at least annually and ensure that the plan conforms to any NIMS revisions. The Chief of Police or the authorized designee should appropriately address any needed revisions.

202.6 TRAINING
The Department should provide annual training on the Emergency Operations Plan for all supervisors and other appropriate personnel. All supervisors should familiarize themselves with the Emergency Operations Plan and personnel responsibilities when the plan is implemented. Training should incorporate a full or partial exercise, tabletop or command discussion.
Retiree Identification Card / Concealed Firearms

**Effective Date:** 1/1/2023  
**Revised Date:** 12/2/2022  
**Issuing Authority:** Chief Ron Winegar

### 207.1 PURPOSE AND SCOPE
The purpose of this policy is to provide guidelines for the issuance, denial, suspension, or revocation of Boise Police Department identification cards to qualified former or retired law enforcement officers under the Law Enforcement Officers’ Safety Act (LEOSA) (18 USC § 926C).

### 207.2 POLICY
It is the policy of the Boise Police Department to provide identification cards to qualified former or retired officers to facilitate the lawful carrying of concealed weapons by those individuals.

### 207.3 DEFINITIONS
**Retired/Separated in Good Standing:** Individuals are deemed to have retired or separated from service in "good standing", unless, at the time of separation:

- (a) There was a determination made or action initiated to remove, or proposal to remove, the employee from employment;
- (b) The employee was the subject of a pending psychological fitness for duty evaluation or had been found not fit for duty based on a psychological determination;
- (c) There was an unadjudicated allegation of misconduct against the employee, the investigation of which produced evidence sufficient to support an adverse personnel action;
- (d) The employee left the agency following formal allegations of misconduct and/or unsatisfactory performance, or after being advised they would be removed from the agency; and/or
- (e) The employee was indefinitely suspended from duty with or without pay.

### 207.4 LEOSA
The Chief of Police may issue an identification card for LEOSA purposes to any qualified former officer of this department who (18 USC § 926C(c)):

- (a) Separated from service in good standing from this department as an officer.
- (b) Before such separation, had regular employment as a law enforcement officer for an aggregate of 10 years or more or, if employed as a law enforcement officer for less than 10 years, separated from service after completing any applicable probationary period due to a service-connected disability as determined by this department.
(c) Has not been disqualified for reasons related to mental health.

(d) Has not entered into an agreement with this department where the officer acknowledges that they are not qualified to receive a firearm qualification certificate for reasons related to mental health.

(e) Is not prohibited by federal law from receiving or possessing a firearm.

207.4.1 LEOSA IDENTIFICATION CARD FORMAT
The LEOSA identification card should contain a photograph of the former officer and identify them as having been employed as an officer.

If the Boise Police Department qualifies the former officer prior to its issuance, the LEOSA identification card or separate certification should indicate the date the former officer was tested or otherwise found by the Department to meet the required standards for qualification to carry a firearm.

207.4.2 AUTHORIZATION
Any qualified former law enforcement officer, including a qualified former officer of this department, may carry a concealed firearm under 18 USC § 926C when they are:

(a) In possession of photographic identification that identifies them as having been employed as a law enforcement officer, and one of the following:

1. An indication from the person's former law enforcement agency that he/she has, within the past year, been tested or otherwise found by the law enforcement agency to meet agency-established standards for qualification in firearms training to carry a firearm of the same type as the concealed firearm.

2. A certification, issued by either the state in which the person resides or by a certified firearms instructor who is qualified to conduct a firearms qualification test for active-duty law enforcement officers within that state, indicating that the person has, within the past year, been tested or otherwise found to meet the standards established by the state or, if not applicable, the standards of any agency in that state.

(b) Not under the influence of alcohol or another intoxicating or hallucinatory drug or substance.

(c) Not prohibited by federal law from receiving a firearm.

(d) Not in a location prohibited by Idaho law or by a private person or entity on his/her property if such prohibition is permitted by Idaho law.

207.5 FORMER OFFICER RESPONSIBILITIES
A former officer with a card issued under this policy shall immediately notify the On-Duty Supervisor of their arrest or conviction in any jurisdiction, or that he/she is the subject of a court order, in accordance with the Reporting of Employee Charges and Convictions Policy.

207.5.1 RESPONSIBILITIES UNDER LEOSA
In order to obtain or retain a LEOSA identification card, the former officer shall:
Retiree Identification Card / Concealed Firearms

(a) Sign a waiver of liability of the Department for all acts taken related to carrying a concealed firearm, acknowledging both his/her personal responsibility as a private person for all acts taken when carrying a concealed firearm as permitted by LEOSA and also that these acts were not taken as an employee or former employee of the Department.

(b) Remain subject to all applicable department policies and federal, state, and local laws.

(c) Demonstrate good judgment and character commensurate with carrying a loaded and concealed firearm.

(d) Successfully pass an annual criminal history background check indicating that he/she is not prohibited by law from receiving or possessing a firearm.

The Captain of the Training, Education and Development Division or designee will be responsible for ensuring BPD compliance with LEOSA standards and maintaining required records.

207.6 FIREARM QUALIFICATIONS
The Rangemaster or designee may provide former officers from this department an opportunity to qualify. Written evidence of the qualification and the weapons used will be provided and will contain the date of the qualification. The Rangemaster or designee will maintain a record of the qualifications and weapons used.
Chapter 3 - General Operations
Search and Seizure

Effective Date: 09/30/2022
Revised Date: 09/16/2022
Issuing Authority: Chief Ryan Lee

311.1 PURPOSE AND SCOPE
Both the federal and state Constitutions provide every individual with the right to be free from unreasonable searches and seizures. This policy provides general guidelines for Boise Police Department personnel to consider when dealing with search and seizure issues.

311.2 POLICY
It is the policy of the Boise Police Department to respect the fundamental privacy rights of individuals. Members of this department will conduct searches in strict observance of the constitutional rights of persons being searched. All seizures by this department will comply with relevant federal and state law governing the seizure of persons and property.

The Department will provide relevant and current training to officers as guidance for the application of current law, local community standards and prosecutorial considerations regarding specific search and seizure situations, as appropriate.

311.3 SEARCHES
The U.S. Constitution generally provides that a valid warrant is required in order for a search to be valid. There are, however, several exceptions that permit a warrantless search.

Examples of law enforcement activities that are exceptions to the general warrant requirement include, but are not limited to, searches pursuant to the following:

- Valid consent
- Incident to a lawful arrest
- Legitimate community caretaking interests
- Vehicle searches under certain circumstances
- Exigent circumstances

Certain other activities are recognized by federal and state courts and by certain statutes as legitimate law enforcement activities that also do not require a warrant. Such activities may include seizure and examination of abandoned property, and observations of activities and property located on open public areas.
Because case law regarding search and seizure is constantly changing and subject to interpretation by the courts, each member of this department is expected to act in each situation according to current training and his/her familiarity with clearly established rights as determined by case law.

Whenever practicable, officers are encouraged to contact a supervisor to resolve questions regarding search and seizure issues prior to electing a course of action. If the supervisor is unsure of the answer, they should contact the Boise City Attorney’s Office for assistance.

311.4 SEARCH PROTOCOL
Although conditions will vary and officer safety and other exigencies must be considered in every search situation, the following guidelines should be followed whenever circumstances permit:

(a) Members of this department will strive to conduct searches with dignity and courtesy.
(b) Officers should explain to the person being searched the reason for the search and how the search will be conducted.
(c) Searches should be carried out with due regard and respect for private property interests and in a manner that minimizes damage. Property should be left in a condition as close as reasonably possible to its pre-search condition.
(d) In order to minimize the need for forcible entry, an attempt should be made to obtain keys, combinations or access codes when a search of locked property is anticipated.
(e) When the person to be searched is of the opposite sex as the searching officer, a reasonable effort should be made to summon an officer of the same sex as the subject to conduct the search. When it is not practicable to summon an officer of the same sex as the subject, another officer or a supervisor should witness the search.

311.5 DOCUMENTATION
Officers are responsible to document any search and to ensure that any required reports are sufficient including, at minimum, documentation of the following:

- Reason for the search
- Any efforts used to minimize the intrusiveness of any search (e.g., asking for consent or keys)
- What, if any, injuries or damage occurred
- All steps taken to secure property
- The results of the search, including a description of any property or contraband seized
- If the person searched is the opposite sex, any efforts to summon an officer of the same sex as the person being searched and the identification of any witness officer
Supervisors shall review reports to ensure the reports are accurate, that actions are properly documented and that current legal requirements and department policy have been met.
Service Animals

Effective Date: 2/10/2023
Revised Date: 1/11/2023
Issuing Authority:
Chief Ron Winegar

336.1 PURPOSE AND SCOPE
The purpose of this policy is to provide the guidelines necessary to ensure that the rights of individuals who use service animals to assist with disabilities are protected in accordance with Title II of the Americans with Disabilities Act (ADA).

336.2 POLICY
It is the policy of the Boise Police Department to provide services and access to persons with service animals in the same manner as those without service animals. Department members shall protect the rights of persons assisted by service animals in accordance with state and federal law.

336.3 DEFINITIONS
Definitions related to this policy include:

Service Animal - A dog that is trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The work or tasks performed by a service animal must be directly related to the individual's disability. Service animal also includes a dog-in-training for an individual with a disability (28 CFR 35.104; Idaho Code 56-701A).

Under IC 56-701A and Title II and III of the ADA, service animals are limited to dogs. However, reasonable accommodation is required by ADA to also include a miniature horse if the horse is specifically trained to do work or perform tasks for people with disabilities, provided the horse is housebroken, is under the handler's control, the facility can accommodate the horse's type, size, and weight, and the horse's presence will not compromise legitimate safety requirements necessary for safe operation of the facility (28 CFR 35.136(i)).

336.4 REFERENCE
Below are legal references applicable to this policy:

- Title II of the Americans with Disabilities Act (ADA)
- 28 CFR 35.104
- 28 CFR 35.136
- 28 CFR 36.302
Service Animals

- Idaho Code 56-701A

336.5 IDENTIFICATION AND USE OF SERVICE ANIMALS
Some service animals may be readily identifiable. However, many do not have a distinctive symbol, harness or collar. Service animals are not pets and may be trained by an individual or organization to assist people with disabilities.

The following examples are some of the ways service animals may be used to provide assistance:

- Guiding people who are blind or have low vision.
- Alerting people who are deaf or hard of hearing.
- Retrieving or picking up items, opening doors or flipping switches for people who have limited use of their hands, arms or legs.
- Pulling wheelchairs.
- Providing physical support and assisting with stability and balance.
- Doing work or performing tasks for persons with traumatic brain injury, intellectual disabilities or psychiatric disabilities, such as reminding a person with depression to take medication.
- Alerting a person with anxiety to the onset of panic attacks, providing tactile stimulation to calm a person with post-traumatic stress disorder, assisting people with schizophrenia to distinguish between hallucinations and reality, and helping people with traumatic brain injury to locate misplaced items or follow daily routines.

336.6 MEMBER RESPONSIBILITIES
Service animals that are assisting individuals with disabilities are permitted in all public facilities and areas where the general public is allowed. Department members are expected to treat individuals with service animals with the same courtesy and respect that the Boise Police Department affords to all members of the public (28 CFR 35.136).

336.6.1 INQUIRY
If it is apparent or if an officer is aware the animal is a service animal, the owner should not be asked any questions as to the status of the animal. If it is unclear whether an animal meets the definition of a service animal, the officer should ask the individual only the following questions (28 CFR 35.136(f)):

- Is the animal required because of a disability?
- What task or service has the service animal been trained to perform?

If the individual explains that the animal is required because of a disability and has been trained to work or perform at least one task, the animal meets the definition of a service animal and no further questions as to the animal’s status should be asked. The person should not be questioned about his/her disabilities nor should the person be asked to provide any license, certification or identification card for the service animal.
Service Animals

336.6.2 CONTACT
Service animals are not pets. Department members should not interfere with the important work performed by a service animal by talking to, petting or otherwise initiating contact with a service animal.

336.6.3 REMOVAL
If a service animal is not housebroken or exhibits vicious behavior, poses a direct threat to the health of others, or unreasonably disrupts or interferes with normal business operations, an officer may direct the handler to remove the animal from the premises. Barking alone is not a threat, nor does a direct threat exist if the person takes prompt, effective action to control the service animal (28 CFR 35.136(b)).

Each incident must be considered individually, and past incidents alone are not cause for excluding a service animal. Removal of a service animal may not be used as a reason to refuse service to an individual with disabilities. Members of this department are expected to provide all services that are reasonably available to an individual with a disability, with or without a service animal.

336.6.4 COMPLAINTS
When handling calls of a complaint regarding a service animal, members of this department should remain neutral and should be prepared to explain the ADA requirements concerning service animals to the concerned parties. Businesses are required to allow service animals to accompany their owner into all areas that other customers or members of the public are allowed (28 CFR 36.302).

Absent a violation of law independent of the ADA, officers should take no enforcement action beyond keeping the peace. Individuals who believe they have been discriminated against as a result of a disability should be referred to the Civil Rights Division of the U.S. Department of Justice (DOJ).
Off-Duty Law Enforcement Actions

<table>
<thead>
<tr>
<th>Effective Date:</th>
<th>1/1/2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revised Date:</td>
<td>12/2/2022</td>
</tr>
</tbody>
</table>

Issuing Authority:
Chief Ron Winegar

338.1 PURPOSE AND SCOPE
The decision to become involved in a law enforcement action when off-duty can place an officer as well as others at great risk and must be done with careful consideration. This policy is intended to provide guidelines for officers of the Boise Police Department with respect to taking law enforcement action while off-duty.

338.2 POLICY
Initiating law enforcement action while off-duty is generally discouraged. Officers should not attempt to initiate enforcement action when witnessing minor crimes, such as suspected intoxicated drivers, reckless driving or minor property crimes. Such incidents should be promptly reported to the appropriate law enforcement agency.

Officers are not expected to place themselves in unreasonable peril. However, any sworn member of this department who becomes aware of an incident or circumstance that he/she reasonably believes poses an imminent threat of serious bodily injury or death, or significant property damage may take reasonable action to minimize the threat.

When public safety or the prevention of major property damage requires immediate action, officers should first consider reporting and monitoring the activity and only take direct action as a last resort.

Officers should remember that their authority as a peace officer may not extend to actions taken outside their jurisdiction unless there is probable cause to believe the crime to be addressed is a felony or presents an immediate threat of serious bodily injury or death (Idaho Code 67-2337).

338.3 FIREARMS
Officers of this department may carry firearms while off-duty in accordance with federal and state regulations and department policy, procedures, and directives.

338.4 DECISION TO INTERVENE
There is no legal requirement for off-duty officers to take law enforcement action. However, should officers decide to intervene, they must evaluate whether the action is necessary or desirable, and should take into consideration the following:
Off-Duty Law Enforcement Actions

(a) The tactical disadvantage of being alone and the fact there may be multiple or hidden suspects.
(b) The inability to communicate with responding units.
(c) The lack of equipment, such as handcuffs, OC or baton.
(d) The lack of cover.
(e) The potential for increased risk to bystanders if the off-duty officer were to intervene.
(f) Unfamiliarity with the surroundings.
(g) The potential for the off-duty officer to be misidentified by other peace officers or members of the public.

Officers should consider waiting for on-duty uniformed officers to arrive, and gather as much accurate intelligence as possible instead of immediately intervening.

338.4.1 INTERVENTION PROCEDURE
If involvement is reasonably necessary, the officer should attempt to call or have someone else call 9-1-1 to request immediate assistance. The operator should be informed that an off-duty officer is on-scene and should be provided a description of the officer if possible.

Whenever practicable, the officer should loudly and repeatedly identify him/herself as a Boise Police Department officer until acknowledged. Official identification should also be displayed.

338.4.2 INCIDENTS OF PERSONAL INTEREST
Officers should refrain from handling incidents of personal interest, (e.g., family or neighbor disputes) and should remain neutral. In such circumstances officers should call the responsible agency to handle the matter.

338.4.3 PROFESSIONAL STAFF RESPONSIBILITIES
Professional Staff personnel should not become involved in any law enforcement actions while off-duty except to notify the local law enforcement authority and remain at the scene, if safe and practicable.

338.4.4 OTHER CONSIDERATIONS
When encountering a non-uniformed officer in public, uniformed officers should wait for acknowledgement by the non-uniformed officer in case he/she needs to maintain an undercover capability.

338.5 REPORTING

An officer shall notify, as soon as safety conditions allow, the law enforcement agency having jurisdiction where an off-duty enforcement action took place and shall relinquish authority and control over any event to that agency (Idaho Code 67-2337). Officers shall cooperate fully with
Off-Duty Law Enforcement Actions

the agency having jurisdiction in providing statements or reports as requested or as appropriate. Nothing in this policy supercedes an employee’s constitutional rights.

Any off-duty officer who engages in any law enforcement activity, regardless of jurisdiction, shall notify the On-Duty Supervisor as soon as practicable. The On-Duty Supervisor shall generate a command notification and may require a report to be filed by the employee.
Community Engagement

342.1 PURPOSE AND SCOPE
The purpose of this policy is to establish a standard procedure for the participation of Boise Police Department personnel in community engagement events.

342.2 POLICY
It is in the best interest of both the Boise Police Department and the people it serves to foster positive relationship development under non-crisis conditions. Community events provide valuable opportunities for police department members to build legitimacy with the public. Supervisors will encourage their subordinates to engage in these activities whenever possible, consistent with the expectations outlined in this policy.

342.3 DEFINITIONS
Community engagement - The process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting their well-being. Community engagement is a powerful vehicle for bringing about environmental and behavioral changes that will improve the health of the community and its members, often involving partnerships and coalitions that help mobilize resources and influence systems, change relationships among partners, and serve as catalysts for changing policies, programs, and practices.

Fundraising - The collection and/or solicitation of money and/or the contribution of services or resources as a representative of the city, or while on duty, or on city property.

Liaison Officer - An identified officer who is specifically assigned to community groups or organizations with the intent to improve police/community relations

Public purpose doctrine - Under the Idaho State Constitution, municipalities may only expend public resources if the dedication of such resources serves a public purpose. The Idaho Supreme Court has held that a public entity cannot expend public funds or dedicate public resources for activities that do not have primarily a public, rather than a private purpose. Furthermore, the activity must benefit the community as a whole and be directly related to the function of government. The expenditure of public funds includes direct monetary contributions as well as indirect contributions such as lending employees or sharing public facilities to a private organization or enterprise.
342.4 REFERENCE

- Board of County Commissioners v. Idaho Health Facilities Authority, 96 Idaho 495, 531 P.2d 588 (1975)
- I.C. §67-4721

342.5 OFFICER RESPONSIBILITIES

When representing the Department and/or the City of Boise at community events, members shall present and conduct themselves in a professional manner and adhere to the following standards.

A. When attending community events, department operations (e.g., calls for service, investigative call-outs) shall take precedence for on-duty personnel.

B. Officers will notify dispatch of their status (both arrival and clearance time), using the CPOL (Community Policing) type code.

C. Professional staff will obtain prior approval for event participation through their supervisor.

D. Officers will ensure event organizers are aware that they may be called away for more urgent matters (e.g., priority call) at any time.

E. Officers will record their activities in the approved reporting system for data tracking purposes.

342.6 SUPERVISOR RESPONSIBILITIES

A. Supervisors will encourage on-duty staff to attend appropriate community events as resources allow.

   1. Supervisors may authorize the use of flex time.
   2. Supervisors should support the use of liaison officers and community-based organizations, to create trust building opportunities between Department staff and traditionally marginalized individuals or groups.

B. Supervisors will evaluate community events to determine if department participation is appropriate, considering the following criteria:

   1. Staff participation must further a public purpose, consistent with the public purpose doctrine.
   2. The following are prohibited:
(a) Participation in an event where the primary aim is promotion or endorsement of a candidate for public office, a ballot measure, or any other controversy of a political nature;

(b) Participation in an event where the primary aim is religious conversion;

(c) Participation in an event that provides a personal pecuniary benefit to any employee;

(d) Participation in an event that promotes values contrary to those of either the City of Boise or the Boise Police Department; and

(e) Fundraising.

C. Supervisors are responsible to ensure that accurate and complete reports are submitted for events in which their team attends/participates.
Chapter 4 - Patrol Operations
Foreign Diplomatic and Consular Representatives

Effective Date: 2/10/2023
Revised Date: 1/11/2023
Issuing Authority: Chief Ron Winegar

412.1 PURPOSE AND SCOPE
This policy provides guidelines to ensure that members of the Boise Police Department extend appropriate privileges and immunities to foreign diplomatic and consular representatives in accordance with international law.

412.2 POLICY
The Boise Police Department respects international laws related to the special privileges and immunities afforded foreign diplomatic and consular representatives assigned to the United States.

All foreign diplomatic and consular representatives shall be treated with respect and courtesy, regardless of any privileges or immunities afforded them.

412.3 CLAIMS OF IMMUNITY
If a member comes into contact with a person where law enforcement action may be warranted and the person claims diplomatic or consular privileges and immunities, the member should, without delay:

(a) Notify a supervisor.

(b) Advise the person that his/her claim will be investigated and he/she may be released in accordance with the law upon confirmation of the person’s status.

(c) Request the person’s identification card, either issued by the U.S. Department of State (DOS), Office of the Chief of Protocol, or in the case of persons accredited to the United Nations, by the U.S. Mission to the United Nations. These are the only reliable documents for purposes of determining privileges and immunities.

(d) Contact the DOS Diplomatic Security Command Center at 571-345-3146 or toll free at 866-217-2089, or at another current telephone number and inform the center of the circumstances.

(e) Verify the immunity status with DOS and follow any instructions regarding further detention, arrest, prosecution and/or release, as indicated by the DOS representative. This may require immediate release, even if a crime has been committed.
Foreign Diplomatic and Consular Representatives

Identity or immunity status should not be presumed from the type of license plates displayed on a vehicle. If there is a question as to the status or the legitimate possession of a Diplomat or Consul license plate, a query should be run via the National Law Enforcement Telecommunications System (NLETS), designating “US” as the state.

412.4 ENFORCEMENT ACTION
If the DOS is not immediately available for consultation regarding law enforcement action, members shall be aware of the following:

(a) Generally, all persons with diplomatic and consular privileges and immunities may be issued a citation or notice to appear. However, the person may not be compelled to sign the citation.

(b) All persons, even those with a valid privilege or immunity, may be reasonably restrained in exigent circumstances for purposes of self-defense, public and/or officer safety or the prevention of serious criminal acts.

(c) An impaired foreign diplomatic or consular representative may be prevented from driving a vehicle, even if the person may not be arrested due to privileges and immunities.
   1. Investigations, including the request for field sobriety tests, chemical tests and any other tests regarding impaired driving may proceed but they shall not be compelled.

(d) The following persons may not be detained or arrested, and any property or vehicle owned by these persons may not be searched or seized:
   1. Diplomatic-level staff of missions to international organizations and recognized family members
   2. Diplomatic agents and recognized family members
   3. Members of administrative and technical staff of a diplomatic mission and recognized family members
   4. Career consular officers, unless the person is the subject of a felony warrant

(e) The following persons may generally be detained and arrested:
   1. International organization staff; however, some senior officers are entitled to the same treatment as diplomatic agents.
   2. Support staff of missions to international organizations
   3. Diplomatic service staff and consular employees; however, special bilateral agreements may exclude employees of certain foreign countries.
   4. Honorary consular officers
Foreign Diplomatic and Consular Representatives

412.5 DOCUMENTATION
All contacts with persons who have claimed privileges and immunities afforded foreign diplomatic and consular representatives should be thoroughly documented and the related reports forwarded to DOS by the Chief of Police or designee.

412.6 DIPLOMATIC IMMUNITY TABLE
Reference table on diplomatic immunity:

<table>
<thead>
<tr>
<th>Category</th>
<th>Arrested or Detained</th>
<th>Enter Residence Subject to Ordinary Procedures</th>
<th>Issued Traffic Citation</th>
<th>Subpoenaed as Witness</th>
<th>Prosecuted</th>
<th>Recognized Family Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diplomatic Agent</td>
<td>No, see note b</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Same as sponsor full immunity and inviolability</td>
</tr>
<tr>
<td>Member of Admin and Tech Staff</td>
<td>No, see note b</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Same as sponsor full immunity and inviolability</td>
</tr>
<tr>
<td>Service Staff</td>
<td>Yes, see note a</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No immunity or inviolability, see note a</td>
</tr>
<tr>
<td>Career Consul Officer</td>
<td>Yes if for a felony and pursuant to a warrant, see note a</td>
<td>Yes, see note d</td>
<td>Yes</td>
<td>No for official acts. Testimony may not be compelled in any case</td>
<td>No for official acts. Yes otherwise, see note a</td>
<td>No immunity or inviolability</td>
</tr>
<tr>
<td>Honorable Consul Officer</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No for official acts. Yes otherwise</td>
<td>No for official acts. Yes otherwise</td>
<td>No immunity or inviolability</td>
</tr>
<tr>
<td>Consulate Employees</td>
<td>Yes, see note a</td>
<td>Yes</td>
<td>Yes</td>
<td>No for official acts. Yes otherwise</td>
<td>No for official acts. Yes otherwise, see note a</td>
<td>No immunity or inviolability</td>
</tr>
<tr>
<td>Int’l Org Staff (note b)</td>
<td>Yes, see note c</td>
<td>Yes, see note c</td>
<td>Yes</td>
<td>Yes, see note c</td>
<td>No for official acts. Yes otherwise, see note c</td>
<td>No immunity or inviolability</td>
</tr>
<tr>
<td>Diplomatic-Level Staff of Missions to Int’l Org</td>
<td>No, see note b</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Same as sponsor full immunity and inviolability</td>
</tr>
</tbody>
</table>
Foreign Diplomatic and Consular Representatives

<table>
<thead>
<tr>
<th>Support Staff of Missions to Int'l Orgs</th>
<th>Yes</th>
<th>Yes</th>
<th>Yes</th>
<th>Yes</th>
<th>No for official acts. Yes otherwise</th>
<th>No immunity or inviolability</th>
</tr>
</thead>
</table>

Notes for diplomatic immunity table:

(a) This table presents general rules. The employees of certain foreign countries may enjoy higher levels of privileges and immunities on the basis of special bilateral agreements.

(b) Reasonable constraints, however, may be applied in emergency circumstances involving self-defense, public and/or officer safety, or in the prevention of serious criminal acts.

(c) A small number of senior officers are entitled to be treated identically to diplomatic agents.

(d) Note that consul residences are sometimes located within the official consular premises. In such cases, only the official office space is protected from police entry.
Foot Pursuits

427.1 PURPOSE AND SCOPE
This policy provides guidelines to assist officers in making the decision to initiate or continue the pursuit of suspects on foot.

427.2 POLICY
It is the policy of this department that officers, when deciding to initiate or continue a foot pursuit, continuously balance the objective of apprehending the suspect with the risk and potential for injury to department members, the public or the suspect.

Officers are expected to act reasonably, based on the totality of the circumstances.

427.3 DECISION TO PURSUE
The safety of officers and the public should be the primary consideration when determining whether a foot pursuit should be initiated or continued. Officers must balance the need to immediately apprehend a suspect with the importance of protecting the safety of the public and department members.

Officers may be justified in initiating a foot pursuit of any individual who the officer reasonably believes is about to engage in, is engaging in or has engaged in criminal activity. The decision to initiate or continue such a foot pursuit, however, must be continuously re-evaluated in light of the circumstances presented at the time.

Mere flight by a person who is not suspected of criminal activity shall not serve as the sole justification for engaging in an extended foot pursuit without the development of reasonable suspicion of the individual's involvement in criminal activity or being wanted by police.

Deciding to initiate or continue a foot pursuit is a decision that an officer must make quickly and under unpredictable and dynamic circumstances. It is recognized that foot pursuits may place officers and the public at significant risk. Therefore, no officer or supervisor shall be criticized or disciplined for deciding not to engage in a foot pursuit because of the perceived risk involved.

If circumstances permit, surveillance and containment are generally the safest tactics for apprehending fleeing persons. In deciding whether to initiate or continue a foot pursuit, an officer should continuously consider reasonable alternatives to a foot pursuit based upon the circumstances and resources available, such as:
Foot Pursuits

(a) Containment of the area.
(b) Saturation of the area with police personnel, including assistance from other agencies.
(c) A canine search.
(d) Thermal imaging or other sensing technology.
(e) Air support, to include Unmanned Aerial Vehicles (UAV) and aircraft.
(f) Later apprehension of the suspect, if their identity can be determined, permitting the need to immediately apprehend the suspect does not reasonably outweigh the risk of continuing the foot pursuit.

427.3.1 FACTORS TO CONSIDER WHEN INITIATING/CONTINUING A FOOT PURSUIT

Officers should consider the following factors when making a decision to initiate or continue a foot pursuit:

(a) Whether the suspect is believed to be or known to be armed.
(b) The suspect's behaviors, including (but not limited to):
   1. Looking back, which may be an indication that the suspect is targeting or "sizing up" a pursuing sworn member.
   2. Change in stride or pace, or efforts to draw a sworn member in or allow a sworn member to close (which may indicate that the suspect may be preparing for an attack)
   3. Hand and shoulder movement, which may indicate that the suspect may be reaching into the waistband or other threat areas.
(c) Officer's characteristics, including (but not limited to):
   1. Physical conditioning and abilities
   2. Availability and proximity of cover units
   3. Familiarity with the area.

427.4 GENERAL GUIDELINES

When reasonably practicable, officers should consider alternatives to engaging in or continuing a foot pursuit when:

(a) Directed by a supervisor to terminate the foot pursuit; such an order shall be considered mandatory.
(b) The officer is acting alone.
(c) Two or more officers become separated, lose visual contact with one another or obstacles separate them to the degree that they cannot immediately assist each other should a confrontation take place. In such circumstances, it is generally recommended that a single officer keep the suspect in sight from a safe distance and coordinate the containment effort.
(d) The officer is unsure of his/her location and direction of travel.
(e) The officer is pursuing multiple suspects and it is not reasonable to believe that the officer would be able to control the suspect should a confrontation occur.

(f) The physical condition of the officer renders him/her incapable of controlling the suspect if apprehended.

(g) The officer loses radio contact with Dispatch or with backup officers.

(h) The suspect enters a building, structure, confined space, isolated area or dense or difficult terrain, and there are insufficient officers to provide backup and containment. The primary officer should consider discontinuing the foot pursuit and coordinating containment pending the arrival of sufficient resources.

(i) The officer becomes aware of unanticipated or unforeseen circumstances that unreasonably increase the risk to officers or the public.

(j) The officer reasonably believes that the danger to the pursuing officers or public outweighs the objective of immediate apprehension.

(k) The officer loses possession of his/her firearm or other essential equipment.

(l) An officer or a third party is injured during the pursuit, requiring immediate assistance, and there are no other emergency personnel available to render assistance.

(m) The suspect's location is no longer definitely known.

(n) The identity of the suspect is established or other information exists that will allow for the suspect's apprehension at a later time, and it reasonably appears that there is no immediate threat to officers or the public if the suspect is not immediately apprehended.

(o) The officer's ability to safely continue the pursuit is impaired by inclement weather, darkness or other environmental conditions.

427.5 RESPONSIBILITIES IN FOOT PURSUITS

427.5.1 INITIATING OFFICER RESPONSIBILITIES

Unless relieved by another officer or a supervisor, the initiating officer shall be responsible for coordinating the progress of the pursuit and containment. When acting alone and when practicable, the initiating officer should not attempt to overtake and confront the suspect but should attempt to keep the suspect in sight until sufficient officers are present to safely apprehend the suspect.

Early communication of available information from the involved officers is essential so that adequate resources can be coordinated and deployed to bring a foot pursuit to a safe conclusion. Officers initiating a foot pursuit should, at a minimum, broadcast the following information as soon as it becomes practicable and available:

(a) Location and direction of travel

(b) Designator

(c) Reason for the foot pursuit, such as the crime classification
Foot Pursuits

(d) Number of suspects and description, to include name if known
(e) Whether the suspect is known or believed to be armed with a dangerous weapon

Absent extenuating circumstances, any officer unable to promptly and effectively broadcast this information should terminate the pursuit. If the foot pursuit is terminated for any reason, immediate efforts for containment should be established and alternatives considered based upon the circumstances and available resources.

When a foot pursuit terminates, the officer will notify Dispatch of his/her location and the status of the pursuit termination (e.g., suspect in custody, lost sight of suspect), and will direct further actions as reasonably appear necessary, to include requesting medical aid as needed for officers, suspects or members of the public.

Whenever any officer announces that they are engaged in a foot pursuit, all other officers shall minimize non-essential radio traffic to permit the involved officers maximum access to the radio frequency.

427.5.2 SUPERVISOR RESPONSIBILITIES
Upon becoming aware of a foot pursuit, the supervisor shall make every reasonable effort to ascertain sufficient information to direct responding resources and to take command, control and coordination of the foot pursuit. The supervisor will respond to the area whenever reasonably feasible and, if necessary, assume incident command over the pursuit; the supervisor does not, however, need to be physically present to exercise control over the foot pursuit. The supervisor shall continuously assess the situation in order to ensure the foot pursuit is conducted within established department guidelines.

The supervisor shall terminate the foot pursuit when the danger to pursuing officers or the public appears to unreasonably outweigh the objective of immediate apprehension of the suspect.

Upon apprehension of the suspect, the supervisor shall promptly proceed to the termination point to direct the post-foot pursuit activity when reasonably feasible.

The supervisor will monitor reports and assess officer actions for alignment with policy and to determine if additional review or follow-up is warranted.

427.6 REPORTING REQUIREMENTS
The initiating officer shall complete the appropriate crime/arrest reports documenting the incident in accordance with Boise Police Department Procedures Manual: 427.1 Reporting Requirements.

Assisting officers taking an active role in the apprehension of the suspect shall complete supplemental reports as necessary or as directed.
Chapter 9 - Custody
Temporary Custody of Juveniles

Effective Date: 2/10/2023
Revised Date: 1/11/2023
Issuing Authority: Chief Ron Winegar

901.1 PURPOSE AND SCOPE
This policy provides guidelines consistent with the Juvenile Justice and Delinquency Prevention Act (JJDPA) for juveniles taken into temporary custody by members of the Boise Police Department (34 USC § 11133).

901.2 POLICY
The Boise Police Department is committed to releasing juveniles from temporary custody as soon as reasonably practicable and keeping juveniles safe while they are in temporary custody at the Boise Police Department. Juveniles should be held in temporary custody only for as long as reasonably necessary for processing, transfer or release.

901.3 DEFINITIONS
Definitions related to this policy include:

Juvenile non-offender - An abused, neglected, dependent, or alien juvenile who may be legally held for his/her own safety or welfare. This also includes any juvenile who may have initially been contacted for an offense that would not subject an adult to arrest (e.g., fine-only offense) but was taken into custody for his/her protection or for purposes of reuniting the juvenile with a parent, guardian, or other responsible person.

Juvenile offender - A juvenile 17 years of age or younger who is alleged to have committed an offense that would subject an adult to arrest (a non-status offense) or who has violated Idaho Code 18-3302F by possessing a handgun (28 CFR 31.303).

Non-secure custody - When a juvenile is held in the presence of an officer or other custody employee at all times and is not placed in a locked room, cell, or behind any locked doors. Juveniles in non-secure custody may be handcuffed but not to a stationary or secure object. Personal supervision, through direct visual monitoring and audio two-way communication is maintained. Monitoring through electronic devices, such as video, does not replace direct visual observation. If the juvenile is free to leave a room, it is not considered secure custody, even if the room contains doors with delayed egress devices.

Secure custody - When a juvenile offender is held in a locked room, a set of rooms, or a cell. Secure custody also includes being physically secured to a stationary object.

Examples of secure custody include:
(a) A juvenile left alone in an unlocked room within the secure perimeter of the adult temporary holding area.

(b) A juvenile handcuffed to a rail.

(c) A juvenile being processed in a secure booking area when an unsecure booking area is available.

(d) A juvenile left alone in a secure booking area after being photographed and fingerprinted.

(e) A juvenile placed in a cell within the adult temporary holding area, whether or not the cell door is locked.

(f) A juvenile placed in a room that is capable of being locked or contains a fixed object designed for cuffing or restricting movement.

Sight and sound separation - Located or arranged to prevent physical, visual, or auditory contact.

Status offender - A juvenile suspected of committing a criminal violation of the law that would not be a criminal violation but for the age of the offender. Examples may include running away, underage possession of tobacco, curfew violation, or truancy. Alcohol offenses are not classified as status offenses under the JJDPA. A juvenile in custody on a court order or warrant based upon a status offense is also a status offender.

901.4 JUVENILES WHO SHOULD NOT BE HELD

Juveniles who exhibit any of the following conditions should not be held at the Boise Police Department:

(a) Unconscious

(b) Seriously injured

(c) A known suicide risk or obviously severely emotionally disturbed

(d) Significantly intoxicated

(e) Extremely violent or continuously violent

Officers taking custody of a juvenile who exhibits any of the above conditions should take reasonable steps to provide medical attention or mental health assistance and notify a supervisor of the situation.

These juveniles should not be held at the Boise Police Department unless they have been evaluated by a qualified medical and/or mental health professional.

If the officer taking custody of the juvenile believes the juvenile may be a suicide risk, the juvenile shall be under continuous direct supervision until evaluation, release or a transfer is completed.
901.5  CUSTODY OF JUVENILES
Officers should take custody of a juvenile and temporarily hold the juvenile at the Boise Police Department when there is no other lawful and practicable alternative to temporary custody. Refer to the Child Abuse Policy for additional information regarding detaining a juvenile that is suspected of being a victim.

No juvenile should be held in temporary custody at the Boise Police Department without authorization of the arresting officer's supervisor or the On-Duty Supervisor.

Any juvenile taken into custody shall be released to the care of the juvenile’s parent or other responsible adult or transferred to a juvenile custody facility or to other authority as soon as practicable and in no event shall a juvenile be held beyond six hours from the time of his/her entry into the Boise Police Department (34 USC § 11133).

901.5.1  CUSTODY OF JUVENILE NON-OFFENDERS
Non-offenders taken into protective custody in compliance with the Child Abuse Policy should generally not be held at the Boise Police Department. Custodial arrangements should be made for non-offenders as soon as reasonably possible. Juvenile non-offenders may not be held in secure custody (34 USC § 11133).

901.5.2  CUSTODY OF JUVENILE STATUS OFFENDERS
Status offenders should generally be released by citation or with a warning rather than taken into temporary custody. However, officers may take custody of a status offender if requested to do so by a parent or legal guardian in order to facilitate reunification (e.g., transported home or to the station to await a parent). Juvenile status offenders may not be held in secure custody (34 USC § 11133).

901.5.3  CUSTODY OF JUVENILE OFFENDERS
Juvenile offenders should be held in non-secure custody while at the Boise Police Department unless another form of custody is authorized by this policy or is necessary due to exigent circumstances.

Generally, juvenile offenders may be taken into custody (Idaho Code 20-516):

(a) When there is probable cause to believe the juvenile has committed an act which would be a misdemeanor or felony if committed by an adult without a warrant.

(b) When, in the presence of an officer or private citizen, the juvenile has violated any local, state or federal law or municipal ordinance, excluding status offenses.

(c) Upon written order or warrant signed by a judge (such as a detention order).

As soon as practicable after the juvenile is taken into custody, the officer shall notify the parents, guardian or other person responsible for the juvenile.

The officer taking the juvenile into custody shall release the juvenile to the custody of his/her parents, guardian or other responsible person in this state, unless the court has issued a warrant.
Temporary Custody of Juveniles

of arrest/detention or there is probable cause to believe that the welfare of the juvenile or others may be endangered by his/her release (Idaho Code 20-516).

If a juvenile is taken into custody and not released to the parent, guardian or other responsible person and the juvenile court has not instructed that he/she be released to an authorized person, the officer shall take the juvenile to the Juvenile Detention facility, shelter care or public or private agency designated by the court and notify the court that the juvenile has been taken into custody.

Except where the juvenile is taken into custody under an order of the court, the officer taking the juvenile into custody shall promptly complete a report detailing the circumstances and actions taken. A copy of the completed report shall be sent to the juvenile prosecuting attorney’s office and this department's juvenile detention unit.

901.6 ADVISEMENTS
If an officer takes a juvenile into custody, the officer shall (Idaho Code 19-853):

(a) Promptly and clearly inform the juvenile of his/her right to an attorney and the right of a needy person to be represented by an attorney at public expense.

901.7 JUVENILE CUSTODY LOGS
Any time a juvenile is held in custody at the Department, the custody shall be promptly and properly documented in the juvenile custody log, including:

(a) Identifying information about the juvenile being held (to include name, date of birth, sex, race/ethnicity.
(b) Date and time of arrival and release from the Boise Police Department.
(c) On-Duty Supervisor notification and approval to temporarily hold the juvenile.
(d) Any charges for which the juvenile is being held and classification of the juvenile as a juvenile offender, status offender or non-offender.
(e) Any changes in status.
(f) Time of all welfare checks.
(g) Any medical and other screening requested and completed.
(h) Circumstances that justify any secure custody.
(i) Details of release (releasing officer and who the juvenile was released to (such as parent/family, detention facility, etc.)
(j) Any other information that may be required by other authorities, such as compliance inspectors or a local juvenile court authority.

The On-Duty Supervisor shall initial the log to approve the custody, including any secure custody, and shall also initial the log when the juvenile is released. Logs shall be retained and made available by compliance inspectors.
Temporary Custody of Juveniles

901.8 NO-CONTACT REQUIREMENTS
Sight and sound separation shall be maintained between all juveniles and adults while in custody at the Department (34 USC § 11133). There should also be sight and sound separation between non-offenders and juvenile status offenders and juvenile delinquent offenders.

In situations where brief or accidental contact may occur (e.g., during the brief time a juvenile is being fingerprinted and/or photographed in booking), a member of the Boise Police Department shall maintain a constant, immediate presence with the juvenile or the adult to minimize any contact. If inadvertent or accidental contact does occur, reasonable efforts shall be taken to end the contact.

901.9 TEMPORARY CUSTODY REQUIREMENTS
Members and supervisors assigned to monitor or process any juvenile at the Boise Police Department shall ensure the following:

(a) The On-Duty Supervisor should be notified if it is anticipated that a juvenile may need to remain at the Boise Police Department more than four hours. This will enable the On-Duty Supervisor to ensure no juvenile is held at the Boise Police Department more than six hours.

(b) A staff member of the same sex shall supervise personal hygiene activities and care, such as changing clothing or using the restroom, without direct observation to allow for privacy.

(c) Personal visual checks and significant incidents/activities shall be noted on the log.

(d) There shall be no viewing devices, such as peep holes or mirrors, of which the juvenile is not aware. Therefore, an employee should inform a juvenile under his/her care that the juvenile will be monitored at all times, unless he/she is using the toilet. This does not apply to surreptitious and legally obtained recorded interrogations.

(e) Juveniles shall have reasonable access to toilets and wash basins.

(f) Food should be provided if a juvenile has not eaten within the past four hours or is otherwise in need of nourishment, including any special diet required for the health of the juvenile.

(g) Juveniles shall have reasonable access to a drinking fountain or water.

(h) Juveniles shall have reasonable opportunities to stand and stretch, particularly if handcuffed or restrained in any way.

(i) Juveniles should have privacy during family, guardian and/or lawyer visits.

(j) Juveniles should be permitted to remain in their personal clothing unless the clothing is taken as evidence or is otherwise unsuitable or inadequate for continued wear while in custody.

(k) Blankets should be provided as reasonably necessary.

(l) Adequate shelter, heat, light and ventilation should be provided without compromising security or enabling escape.
Temporary Custody of Juveniles

(m) Juveniles shall have adequate furnishings, including suitable chairs or benches.
(n) Juveniles shall have the right to the same number of telephone calls as an adult in custody.
(o) No discipline may be administered to any juvenile, nor may juveniles be subjected to corporal or unusual punishment, humiliation or mental abuse.

901.10 USE OF RESTRAINT DEVICES
Juvenile offenders may be handcuffed in accordance with the Handcuffing and Restraints Policy. A juvenile offender may be handcuffed at the Boise Police Department when the juvenile presents a heightened risk. However, non-offenders and status offenders should not be handcuffed unless they are combative or threatening.

Other restraints shall only be used after less restrictive measures have failed and with the approval of the On-Duty Supervisor. Restraints shall only be used so long as it reasonably appears necessary for the juvenile’s protection or the protection of others.

Juveniles in restraints shall be kept away from other unrestrained juveniles or monitored in such a way as to protect the juvenile from abuse.

901.11 PERSONAL PROPERTY
The officer taking custody of a juvenile offender or status offender at the Boise Police Department shall ensure a thorough search of the juvenile’s property is made and all property is removed from the juvenile, especially those items that could compromise safety, such as pens, pencils and belts.

The personal property of a juvenile should be placed in a property bag. The property should be inventoried in the juvenile’s presence and sealed into the bag. The property should be kept in a monitored or secure location until the juvenile is released from the custody of the Boise Police Department.

901.12 SECURE CUSTODY
Only juvenile offenders 14 years of age or older may be placed in secure custody. On-Duty Supervisor approval is required before placing a juvenile offender in secure custody.

Secure custody should only be used for juvenile offenders when there is a reasonable belief that the juvenile is a serious risk of harm to him/herself or others.

Members of this department should not use secure custody for convenience when non-secure custody is, or later becomes, a reasonable option.

When practicable, handcuffing one hand of a juvenile offender to a fixed object while otherwise maintaining the juvenile in non-secure custody should be considered as the method of secure custody, rather than the use of a locked enclosure. An employee must be present at all times to ensure the juvenile’s safety while secured to a stationary object.
Temporary Custody of Juveniles

Generally, juveniles should not be secured to a stationary object for more than 60 minutes. Supervisor approval is required to secure a juvenile to a stationary object for longer than 60 minutes and every 30 minutes thereafter. Supervisor approval should be documented.

901.12.1 LOCKED ENCLOSURES
A thorough inspection of the area shall be conducted before placing a juvenile into the enclosure. A second inspection shall be conducted after removing the juvenile. Any damage noted to the room should be photographed and documented in the crime report.

The following requirements shall apply to a juvenile offender who is held inside a locked enclosure:

(a) The juvenile shall constantly be monitored by an audio/video system during the entire detention.
(b) Juveniles shall have constant auditory access to department members.
(c) Initial placement into and removal from a locked enclosure shall be logged.
(d) Random personal visual checks of the juvenile by a staff member, no less than every 15 minutes, shall occur.
   1. All checks shall be logged.
   2. The check should involve questioning the juvenile as to his/her well-being (sleeping juveniles or apparently sleeping juveniles should be awakened).
   3. Requests or concerns of the juvenile should be logged.
(e) Males and females shall not be placed in the same locked room.
(f) Juvenile offenders should be separated according to severity of the crime (e.g., felony or misdemeanor).
(g) Restrained juveniles shall not be mixed in a cell or room with unrestrained juveniles.

901.13 SUICIDE ATTEMPT, DEATH OR SERIOUS INJURY OF A JUVENILE
The On-Duty Supervisor will ensure procedures are in place to address the suicide attempt, death or serious injury of any juvenile held at the Boise Police Department. The procedures will address:

(a) Immediate notification of the on-duty supervisor, Chief of Police and Criminal Investigation Division supervisor.
(b) Notification of the parent, guardian or person standing in loco parentis, of the juvenile.
(c) Notification of the appropriate prosecutor.
(d) Notification of the City Attorney.
(e) Evidence preservation.

901.14 INTERVIEWING OR INTERROGATING JUVENILE SUSPECTS
No interview or interrogation of a juvenile should occur unless the juvenile has the apparent capacity to consent, and does consent to an interview or interrogation.
Temporary Custody of Juveniles

901.15  RESTRICTION ON FINGERPRINTING AND PHOTOGRAPHING
A juvenile offender may be photographed or fingerprinted in connection with being taken into custody. The fingerprints and photographs of juveniles will be maintained separately from those of adults.

901.16  RECORDS OF JUVENILES
Records of juveniles shall be kept separate from records of adults and shall be subject to disclosure according to Chapter 1, Title 74 of the Idaho Code (Idaho Code 20-516).
Chapter 10 - Personnel
Police Department Badges

| Effective Date: | 10/6/2022 |
| Revised Date:   | 9/29/2022 |
| Issuing Authority: | Chief Ron Winegar |

1026.1 PURPOSE AND SCOPE
The Boise Police Department badge and uniform patch as well as the likeness of these items and the name of the Boise Police Department are property of the Police Department and their use shall be restricted as set forth in this policy.

1026.2 POLICY
The uniform badge shall be issued to Police Department members as a symbol of authority and the use and display of issued or purchased badges shall be in strict compliance with this policy. Only authorized badges issued by the Police Department shall be displayed, carried or worn by members while on duty or otherwise acting in an official or authorized capacity.

1026.3 DEFINITIONS
Retired/Separated in Good Standing: Individuals are deemed to have retired or separated from service in “good standing” unless, at the time of separation:

(a) There was a determination made or action initiated to remove, or proposal to remove, the employee from employment;

(b) The employee was the subject of a pending psychological fitness for duty evaluation or had been found not fit for duty based on a psychological determination;

(c) There was an unadjudicated allegation of misconduct against the employee, the investigation of which produced evidence sufficient to support an adverse personnel action;

(d) The employee left the agency following formal allegations of misconduct and/or unsatisfactory performance, or after being advised they would be removed from the agency; and/or

(e) The employee was indefinitely suspended from duty with or without pay.

1026.4 FLAT BADGES
Sworn officers, with the written approval of the Chief of Police may purchase, at his/her own expense, a flat badge capable of being carried in a wallet. The use of the flat badge is subject to all the same provisions of policy as the uniform badge.
(a) An officer may sell, exchange or transfer the flat badge he/she purchased to another officer within the Boise Police Department with the written approval of the Chief of Police.

(b) Should the flat badge become lost, damaged or otherwise removed from the officer's control, he/she shall make the proper notifications in accordance with BPD policy.

(c) Officers who retire in good standing may keep their flat badge upon retirement.

(d) The purchase, carrying or display of a flat badge is not authorized for non-sworn personnel.

1026.5 PROFESSIONAL STAFF PERSONNEL
Badges and Police Department identification cards issued to non-sworn personnel shall be clearly marked to reflect the position of the assigned employee (e.g. Community Service Specialist).

(a) Non-sworn personnel shall not display any law enforcement badge except as a part of his/her uniform and while on duty, or otherwise acting in an official and authorized capacity.

(b) Non-sworn personnel shall not display any law enforcement badge or represent himself/herself, on or off duty, in such a manner which would cause a reasonable person to believe that he/she is a sworn peace officer.

1026.6 RETIREE UNIFORM BADGE
Officers who retire in good standing may be gifted their assigned duty badge by the Department upon retirement, for display purposes. It is intended that the duty badge be used only as private memorabilia as other uses of the badge may be unlawful or in violation of this policy.

1026.7 UNAUTHORIZED USE
Except as required for on-duty use by current employees, no badge designed for carry or display in a wallet, badge case or similar holder shall be issued to anyone other than a current sworn officer, or sworn officer who has retired in good standing.

Department badges are issued to all sworn employees and professional staff uniformed employees for official use only. The badge, shoulder patch or the likeness thereof, or the name shall not be used for personal or private reasons including, but not limited to, letters, memoranda and electronic communications such as electronic mail or web sites and web pages.

The use of the badge, uniform patch and name for all material (printed matter, products or other items) developed for use shall be subject to approval by the Chief of Police.

Employees shall not loan their badge or identification card to others and shall not permit the badge or identification card to be reproduced or duplicated.
Example - Evidence Packaging.pdf
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