

Nicholas Simone

To: ngmuscavage@gannettnj.com
Cc: Peter King; Roman McKeon; Larry Cattano; Michelle McKeon
Subject: OPRA 18-026

Sir, for tracking purposes, this request will be 18-026

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From: "ASK NJ Media Co." <opra+request-1913-b6743707@requests.opramachine.com>
Date: June 20, 2018 at 4:55:09 PM EDT
To: OPRA requests at Perth Amboy City <ejasko@perthamboynj.org>
Subject: Open Public Records Act request - Information regarding police contact

Dear Perth Amboy City,

This is a request for public records made under OPRA and the common law right of access.
Please acknowledge receipt of this message.

Records requested:

1. Copy(s) of Perth Amboy City Police Department SOPs/General Orders/Directives/Policies/Rules/Regulations referencing and in regards to the practice of police officers identifying themselves by name and/or badge number to members of the general public when requested, and/or by individuals the police officers make contact with in the course of their duties, when requested by those individuals. #1 ✓

2. Copy(s) of Perth Amboy City Police Department SOPs/General Orders/Directives/Policies/Rules/Regulations referencing and in regards to the display of name tags, name plates, name patches, badges, and/or badge numbers. #2

3. Copy(s) of Perth Amboy City Police Department SOPs/General Orders/Directives/Policies/Rules/Regulations referencing and in regards to the conduct of police officers when engaging/making contact with the public. #1 ✓

4. A copy of all of the SOPs/General Orders/Directives/Policies/Rules/Regulations that are currently in place as of 8-1-2016 from the Perth Amboy City Police Department regarding public photography and/or video recording of government buildings and within publically accessible areas of Government Buildings. NA

5. A copy of all of the SOPs/General Orders/Directives/Policies/Rules/Regulations that are currently in place as of 8-1-2016 from the Perth Amboy City Police Department regarding public photography and/or video recording of military facilities and critical infrastructures. NA

Yours faithfully,

ASK NJ Media Co.

PERTH AMBOY POLICE DEPARTMENT

RULES AND REGULATIONS

BY THE ORDER OF:
Chief of Police

OF PAGES: 36

APPOINTING AUTHORITY:

EFFECTIVE DATE:
July 09, 2015

ACCREDITATION STANDARDS:
1.1.1d, 1.4.1, 1.4.3, 1.5.2a



~~allude to their position or employment with this department or their position as a police officer or employee of a police department.~~

~~3:11.1 Public Appearance Requests~~

~~All requests for public speeches, demonstrations, etc., will be routed to the Chief of Police for approval and processing. Employees directly approached for this purpose shall suggest that the request be submitted to the Chief of Police.~~

3:11.5 Courtesy

Employees shall be courteous and orderly in all dealings with the public. They shall perform their duties professionally, avoiding harsh, violent, profane or insolent language, and always remain calm regardless of provocation to do otherwise. Upon request, they are required to supply their names and badge numbers in a courteous manner. They shall attend to requests from the public quickly and accurately, avoiding unnecessary referral to other parts of the department.

~~3:11.6 Impartial Attitude~~

~~All employees must remain completely impartial toward all persons coming to the attention of the department. Violations of the law are against the people of the State and not against the individual officer. All citizens are guaranteed equal protection under law. Exhibiting partiality for or against a person because of race, creed, color, national origin, ancestry, age, sex, gender, identity or expression, affectional or sexual orientation, marital status, domestic partner or civil union status, familial status, liability for service in the Armed Forces of the United States, disability, atypical hereditary cellular or blood trait, genetic information, nationality, pregnancy or other protected class (N.J.S.A. 10:5-4 et seq.) is conduct unbecoming a public employee. Similarly, unwarranted interference in the private business of others when not in the interests of justice is conduct unbecoming a public employee.~~

~~3:11.7 Disparaging Comments Regarding Protected Personal Characteristics~~

~~Courtesy and civility toward the public is required of all employees of the department. Employees shall not use words which humiliate, disparage, demean, degrade, ridicule, or insult a person because of their race, creed, color, national origin, ancestry, age, sex, gender, identity or expression, affectional or sexual orientation, marital status, domestic partner or civil union status, familial status, liability for service in the Armed Forces of the United States, disability, atypical hereditary cellular or blood trait, genetic information, nationality, pregnancy or other protected class (N.J.S.A. 10:5-4 et seq.).~~

~~3:11.8 Public Statements~~

~~Employees of the department shall not make public statements concerning the work plans, policies, or affairs of the department which may impair or disrupt the operation of the department which are obscene, unlawful, or defamatory.~~

~~3:11.9 Subversive Organizations~~

~~No employee shall knowingly become a member of or connected with a subversive organization, except when necessary in the performance of duty, and then only under the direction of the Chief of Police.~~

2:10.3 Forwarding Communications

~~Any employee who receives a written communication for transmission to another employee shall forward same without delay.~~

2:10.4 Use of Department Address

~~Employees shall not use the department as a mailing address for private purposes. The department address shall not be used for any private vehicle registration or driver's license.~~

2:10.4 Telephones

~~Department telephone equipment may not be used for personal use involving toll charges without the express approval of a supervisor. Department telephone numbers may not be given to numbers for police officers' personal use or contact. The use of cell phones while driving a motor vehicle is prohibited.~~

2:10.4.1 Radio

~~Employees operating the police radios shall strictly observe the procedure and restriction for such operations as set forth in department written directive and by the Federal Communications Commission.~~

3:11 CONDUCT TOWARD PUBLIC

3:11.1 Publicity

Employees may identify themselves as employees of the Perth Amboy Police Department. However, members and employees shall not use or refer to their affiliation with the Perth Amboy Police Department for purposes of furthering or gaining advantage in personal pursuits or for any other reason that has or reasonably may have an adverse impact on the department or of the City of Perth Amboy. The Chief of Police shall determine whether an employee's conduct has violated this standard. Nothing herein is meant to prevent action authorized by N.J.S.A. 45:17A-18 et seq. or the New Jersey State Constitution.

2:11.2 Personal Preference

~~No employee may seek the improper influence or intervention of any person outside of the department for purposes of personal preference, advantage, transfer or advancement. Members and employees may utilize where legally required and where not duplicative the review, appeal and grievance procedures provided by state ordinances, department rules and procedures, city policy and collective bargaining agreements. Nothing in this section shall prohibit employees from lawful consultation with attorneys and union representatives where required by law. Unless otherwise required by law, an employee may not consult with both an attorney and a union representative.~~

2:11.3 Commercial Testimonials

~~Employees shall not permit their names or photographs to be used to endorse any product or service without the permission of the Chief of Police. They shall not, without the permission of the Chief of Police, allow their names or photographs to be used in any commercial testimonial, when~~

#2

PERTH AMBOY POLICE DEPARTMENT POLICY & PROCEDURES



UNIFORMS AND PERSONAL EQUIPMENT

BY THE ORDER OF:
Chief of Police

OF PAGES:
13

EFFECTIVE DATE: 11-01-2016

ACCREDITATION STANDARDS: N/A

PURPOSE: The purpose of this policy is to specify and authorize all personal equipment and apparel used/worn by department members. It will ensure uniformity of officers' apparel and retard the use of unauthorized or substandard items.

POLICY: It is the policy of the Perth Amboy Police Department that all members maintain uniforms and personal equipment in accordance with department specifications. This policy describes the authorized uniforms of the Perth Amboy Police Department. This policy cannot be altered or changed without authorization of the Chief of Police.

PROCEDURES:

I. GENERAL

- A. Supervisors shall inspect their subordinates on a daily basis during roll call or other appropriate time to ensure that each person is in compliance with this policy.
- B. All officers will be responsible to wear and maintain a clean properly tailored uniform. Officers working a police extra duty assignment in uniform shall wear the uniform of the day or the authorized class B (utility uniform) for that specific assignment.
- C. Excluding personnel assigned to the criminal investigative division, all sworn personnel will report for duty in the uniform of the day.
- D. The Chief of Police will establish the uniform of the day by memorandum, special order or personnel order.

~~1. The winter uniform of the day shall be long sleeve shirts and ties and announced by memorandum from the Chief of Police.~~

~~2. The summer uniform of the day shall be short sleeve shirts and announced by memorandum from the Chief of Police. Ties shall not be worn with the summer uniform.~~

~~3. Officers working extra duty assignments are responsible for obtaining the correct uniform of the day and to comply accordingly.~~

~~Denial divider in left front pocket;~~

~~Recommended blend, Burlington 60% 10.5 11 75% Poly / 25% merced wool (long staple).~~

2. OUTER BODY ARMOR CARRIER (Optional)

~~For class A uniform, the outer body armor carrier shall be Blazer Armorkin Carrier Style 8470 poly / wool blend, and shall meet all specifications related to Class A uniform shirts. Outer carriers shall be worn with the following base shirts: long sleeve style 8472, long sleeve style 8474 and shall meet all specifications related to Class A uniform shirts.~~

~~For class B uniform, the outer body armor carrier shall be Blazer Armorkin Carrier Style 8780 BDU and shall meet all specifications related to class B uniform shirts. Class B uniform carriers shall be worn with the following base shirts: long sleeve style 8782, long sleeve style 8784 and shall meet all specifications related to class B uniform shirts.~~

~~When wearing outer body armor carriers, the carrier shall be worn and the outer carrier. IT SHALL BE WORN AT ALL TIMES WHILE ON DUTY. It will not be acceptable to wear a carrier without carrier in or out of headquarters.~~

3. BREAST BADGES AND NAMETAGS: Breast badges and nametags shall be worn on the outermost garment. All officers will wear a silver or gold colored nametag depending on their rank. Police officers and detectives will wear silver in color nametags and supervisors (sergeant, lieutenant, captain, deputy chief & chief will wear gold colored). Nametags will be ½ inch wide by 2½ inches long with ¼ inch high block letters inlaid with black ink. The inscription shall be the officer's first initial and last name. The nametag will be worn at the top of the right hand shirt pocket (or on outer most garment) centered in relation to the garment's pocket and the pins of the nametag will abut the top seam on the pocket flap of the uniform shirt.

~~TIE: Uniformed officers will wear a dark navy blue necktie. Ties will be worn with the long sleeve shirt and will be worn attached in the proper fashion at all times.~~

~~The use of a tie is optional from 0200hrs - 0900hrs.~~

~~If the uniform tie is not worn, only the top button will be left open, a white shirt to be worn underneath. Black in color for the navy uniform shirt and White in color for the white uniform shirt. (Department approved turtleneck is also an option).~~

~~5. TIE TACK: Department approved tie tacks will be the tie tacks worn in the internal uniformity.~~

a. The department will supply the initial tie tack;

b. Officers shall supply replacement tie tacks.