



City of Racine Police Department
Policy and Procedure

Number: 1936

Subject: Patrol Evidence Technician Staffing		
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POLICY

Patrol Shifts shall be staffed with a sufficient number of trained Evidence Technicians to ensure that there are an adequate number of Evidence Technicians deployed during each shift, yet receive assignment to the Evidence Technician position frequently enough to maintain a high degree of skill.

DEFINITIONS

Evidence Technician – Any trained Evidence Technician (ET) designated as a Patrol Shift or Major Crimes Evidence Technician.

PROCEDURE

MEMBER

1. For Patrol Shifts, the optimal number of ETs per squad is three (3). The Shift Commander shall determine the appropriate number.
2. Assignment as ET should be made on a regular rotating basis evenly distributed among each Squad's ETs.
3. In the event that the scheduled ET is unavailable to fill the assignment, the Shift Commander or their designee may fill the assignment using any qualified ET already working. If the shift is in need of an ET and one must be called in, the supervisor will call in an ET per established guidelines of the "Memorandum of Agreement" on overtime opportunities which has been signed by the Chief and the RPA.

NOTE

The Shift ETs receive an extra level of training. In return, the Department has an expectation to utilize those skills when needed. Members are expected to maintain their skills and accept the assignment at the direction of the Shift Supervisors.

A written request to withdraw from the Shift ET duties must be submitted to the Patrol Division Commander. Approval of that request will be based on the length of time the member has acted as an ET, the availability of a replacement, staffing considerations or other compelling reasons.

Only Major Crime ETs will be called in for Major Crime circumstances.

RELATED PROCEDURES

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