

# **POLICE**

## **CHAPTER 18.**

### **POLICE.<sup>1</sup>**

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<sup>1</sup> For state law as to police departments generally, see R. S., § 40A:14-118 et seq. As to joint police service by municipalities, see R. S., § 40A:14-158.

As to authority of police department to stamp numbers on bicycle frames, see § 7-4 of this Code. Special Ordinance No. 1558 provides for mutual police aid in emergencies between municipalities in Union County. A copy of this ordinance may be found on file in the office of the town clerk.

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#### **Article I. In General.**

##### **Sec. 18-1. Waiver of residence requirements in filling vacancies, etc.**

Whenever the department head of the police department, as to appointments in such department, finds that there is a vacancy which cannot be filled by a qualified resident and that a non-resident seeking appointment, or a member of such department moving from the municipality and seeking retention of employment in such department has resided in the State for at least one year, and resides at a distance that would not adversely affect the efficient operation of the department and is within five miles from the police department headquarters, such department head may waive the residence requirements and appoint or retain such person. (G.O. No. 1047, § 1.)

##### **Sec. 18-2. Composition of police department; chief.**

There shall be a police department, the head of which shall be the chief of police. He shall be appointed by the town administrator with the consent of the mayor and approval of the town council, and shall receive such annual compensation as provided in the salary ordinance.

The police department shall consist of the following:

- (a) A chief of police
- (b) No more than two captains
- (c) No more than seven lieutenants
- (d) No more than nine sergeants
- (e) No more than eight detectives
- (f) No more than thirty-four patrol officers
- (g) No more than fifteen special law enforcement officers

The town administrator is designated as the appropriate authority within the meaning of applicable law of the State of New Jersey and shall be responsible for the overall performance and supervision of the police department. The appropriate authority shall promulgate and adopt rules and regulations for the governance of the police department and for the discipline of its members. (G.O. No. 669, § 3; G.O. No. 994, § 3; G.O. No. 1421, § I; G.O. No. 1890, § I.)

**Sec. 18-3. Duties and hours of police department.**

The police department shall have all the functions, powers and duties as prescribed by law for a municipal police department generally, or by any provision of the Charter and ordinances of the town.

The police department shall provide comprehensive police services twenty-four hours a day. The town administrator or department head may require any officer or employee to be in attendance for work at any time whenever he determines that an emergency or need requires. (G.O. No. 669, § 4; G.O. No. 994, § 3.)

**Sec. 18-4. Appointment to membership in police department.**

No person shall be appointed to membership in the police department unless he shall comply with the requirements of the statutes in such case made and provided and with such other requirements as the town council shall from time to time to determine. (G.O. No. 669, § 4.)

**Sec. 18-5. Clerk of police department.**

The chief of police may appoint a clerk of such department. It shall be the duty of such clerk to keep records of the department and perform such other duties as may be prescribed by the chief of police. (G.O. No. 669, § 4.)

**Sec. 18-6. Maximum hours of duty.**

The hours of employment of uniformed members of the police department shall not exceed eight consecutive hours in any one day, nor forty hours in any one week; provided, that in case of an emergency, the chief of police or the town administrator shall have full authority to summon and keep on duty all members of the department during the period of emergency. (G.O. No. 669, § 5.)

**Sec. 18-7. Chief of police to be executive head of police department.**

The chief of police shall be directly responsible to the appropriate authority for the efficiency and routine day-to-day operations of the police department and shall have the authority to assign day-to-day duties to its members and other personnel of the department and shall make reports in writing each month to the appropriate authority of the operations and conduct of the police department during the preceding month.

The chief of police shall, among other duties:

- (a) Administer and enforce rules and regulations and special emergency directives for the disposition and discipline of the force and its officers and personnel;
  - (b) Have, exercise and discharge the functions, powers and duties of the force;
  - (c) Prescribe the duties and assignments of all subordinates and other personnel;
- and

(d) Delegate such authority as he or she may deem necessary for the efficient operation of the force to be exercised under his or her direction and supervision.

**Sec. 18-8. Disciplinary actions in police department.**

Disciplinary actions, including removal, fine, reductions in rank from or in office, or suspensions with or without pay, before or after hearing, shall be taken against members of the police department upon just cause in accordance with applicable New Jersey law and the rules and regulations of the police department. Police officers may be disciplined for the reasons set forth in N.J.S.A. 40A:14-147, including but not limited to misconduct or disobedience of the rules and regulations. All disciplinary actions taken following a hearing shall be subject to the approval of the appropriate authority. (G.O. No. 669, § 8; G.O. No. 1890, § I.)

**Sec. 18-9. Rules of conduct, etc., generally.**

(a) Every member of the police department is allocated certain hours for the performance of duty on ordinary occasions. However, they shall at all times be prepared to act immediately on notice that their services are required.

(b) No member of the police department shall sell or assign his salary or any part thereof, nor incur any liability which he is unwilling to or unable to pay promptly, nor shall he refuse or neglect to honorably discharge and promptly pay all his indebtedness.

(c) Unexplained absence for five days of any member of the police department shall be deemed and held to be a resignation by such member and accepted as such.

(d) Equipment, such as revolvers, ammunition, batons, shields, badges, and uniforms, shall be supplied to members of the police department free of cost. All such equipment and uniforms shall be and remain the property of the town.

(e) All members of the police department shall at all times be subject to and obligated to comply with all orders and instructions of the chief of police, or, in his absence, of the ranking acting officer and shall be subject to and obligated to comply with all general rules and regulations issued or prescribed by the chief of police. (G.O. No. 1208, § 2; G.O. No. 669, § 9; G.O. No. 962, § 1.)

**Sec. 18-10. Fees for police services.**

The following fees are hereby fixed and established for certain services extended and materials distributed by the police department of the town:

(a) Copies of motor vehicle accident reports based upon the total number of pages or parts thereof to be purchased without regard to the number of records being copied. (Fees set by State Statute.)

First page to tenth page .....	\$.75
Eleventh page to twentieth page .....	\$.50
All pages over twenty .....	\$.25

In addition, for any copies of motor vehicle accident reports, other than those requested in person, there shall be an added charge to defray the costs of handling and processing for each report requested as follows:

Three pages or less.....	\$5.00
For each additional page in excess of three .....	\$1.00 per page
(b) Search fees in cases where a review of a record is desired.....	\$15.00
(c) Viewing photographs of accident scenes.....	\$3.00
(d) Copies of photographs .....	\$5.00 per photo
(e) Copies of reports other than motor vehicle accidents	
Three pages or less.....	\$5.00 per page
For each additional page in excess of three .....	\$1.00 per page
(f) Taking fingerprints of canvassers, solicitors, applicants for private employment, records checks and applicants for gun permits.....	\$10.00
(g) Taking fingerprints and processing applicants for taxi driver licenses .....	\$10.00
(h) Issuance of permit to purchase a pistol or revolver .....	\$2.00
(i) Taking fingerprints and processing applicants for bartenders license.....	\$10.00
(j) Notarizing or attesting documents .....	\$1.00
(k) Special escort service.....	\$5.00

(1) Definitions.

*Special escort service.* The provisions of special police protection for any person, firm or corporation, public or private, for the purpose of transporting money or other valuable goods within the boundary of the town.

*Requesting agency.* Any person, firm or corporation, public or private, desiring to use such special escort service.

(2) Fees. Effective July 1, 1966, the cost of special escort service rendered by the police department to any person, firm or corporation, public or private is hereby fixed at five dollars per round trip, from a single source of origin to a single destination.

(3) Payment of fees. The desk officer shall record all requests received for escort service and shall file daily reports with the chief of police. The chief of police shall cause monthly bills to be forwarded to each requesting agency detailing the date, destination and total cost. All bills are payable before the tenth day of the following month. Failure of the using agency to pay the monthly bill in accordance with the terms of this subsection (k) will constitute grounds for the termination of such special escort service until all bills are satisfied. Checks in payment shall be made payable to the police department of the town. A report of receipts and a check representing total receipts shall be filed with the town treasurer on a monthly basis.

(4) Exceptions. The town council may, by resolution, waive the fees required under this subsection (k) for the following:

- a. Religious organizations holding regular services in the town.
- b. Public schools under the jurisdiction of the town board of education.

No search fee shall be charged in the event that a report or photograph is not on file with the police department, nor for any report for which a formal request is made by any local, county, State or federal law enforcement agency or by the federal postal authorities.

(l) Parking meter bags	
Initial fee .....	\$25.00
Each day thereafter .....	\$10.00

(1) The police department is authorized to place a bag over a parking meter permitting exclusive use of the metered parking space by the applicant requesting and paying for same so long as the applicant has a bona fide business purpose including filming, construction, and legitimate commercial purposes as deemed by the police department occupying a metered parking space for a period of more than one hour. Such exclusive use shall not be permitted for more than twenty-one days except by special permission of the town council.

(2) No fee shall be charged for any bona fide application by the Town of Westfield or Union County or the State of New Jersey.

(3) The police department shall issue a receipt for all fees and monies received. All money received shall be turned over to the town treasurer.

(m) Reserved parking at 131 Elm Street,  
(Lot 12, Block 201)..... \$18.00 per month

(1) Reserved parking spaces shall be available at this location on a temporary basis. The fee or charge for each such space shall be eighteen dollars per month payable to the town and collected by the town clerk. Payment shall be evidenced by a sticker-permit issued by the town clerk good only during the calendar month or months for which the same was purchased. Such sticker-permit shall be affixed to the back of the interior rear mirror in the vehicle so as to be clearly visible from the front of the vehicle at any and all times during which such vehicle is parked in the reserved parking space. Such reserved space shall only be occupied by a vehicle displaying a valid sticker-permit therefor. Such reservation of space shall continue twenty-four hours a day, daily, including Saturdays and Sundays and holidays.

(2) All fees shall be collected and sticker-permits issued by the town clerk. The town clerk shall issue a receipt for all fees collected and all monies shall be turned over to the town treasurer.

(3) A vehicle occupying a reserved space without a valid sticker-permit therefor being displayed as aforesaid shall be towed away at the owner's expense and the owner of such vehicle or any person causing, suffering or permitting such reserved space to be occupied by a vehicle without authority from the Town of Westfield as provided herein shall be subject to a fine of not less than twenty-five dollars not more than fifty dollars upon conviction in municipal court.

(n) Duplicating DWI video tapes.....\$75.00

Requests from individual citizens for accident location surveys or computer searches must be requested in writing to the office of the chief of police.

(o) Duplicating Dictaphone transmission or police related call .....\$50.00

Duplication of 9-1-1 recordings must be approved by the Union County Prosecutor's Office, and with their approval, the charges will be the same as video and dictaphone fees.

(p) Approved traffic survey or computer search ..... \$50.00 per hour or part thereof

No request for copies of any document to be forwarded by mail shall be honored unless accompanied by the proper fee therefor and a self-addressed return envelope of adequate size with the proper postage affixed thereto. (G.O. No. 890, §§ 1, 3, 4; G.O. No. 973, § 2; G.O. No. 974, §§ 1 to 3; G.O. No. 975, § 1; G.O. No. 1157, § 1; G.O. No. 1249, §§ 1, 2; G.O. No. 1264, § 1; G.O. No. 1265, § 1; G.O. No. 1279, §§ 1, 2; G.O. No. 1310, § 1, G.O. No. 1680, § I; G.O. No. 1823, § I.)

**Sec. 18-11. Hours for viewing of reports and photographs of accident scenes.**

The viewing or reviewing of reports or of photographs of accident scenes shall be permitted and conducted at police headquarters daily, Monday through Friday, from 8:00 A.M. to 5:00 P.M. (G.O. No. 890, § 2.)

**Sec. 18-12. Salaries of special police officers.**

Special police officers duly appointed by the town council, under the provisions of section 18-2, shall receive an annual salary of six hundred dollars. The sergeants of the special police officers duly appointed by the town council shall receive an annual salary of seven hundred dollars. The captain of the special police officers duly appointed by the town council shall receive an annual salary of eight hundred dollars.

In order to receive such compensation, the special police officers must respond to a minimum of eighty percent of duty calls. (G.O. No. 916, §§ 1, 2; G.O. No. 934, §§ 1, 2; G.O. No. 1310, § II; G.O. No. 1400, § I; G.O. No. 1527, § I.)

**Article II. Junior Police Department.**

**Sec. 18-13. Established.**

There is hereby established a junior police department in the town. (G.O. No. 1070, § I.)

**Sec. 18-14. Supervision and control.**

Supervision and control of such junior police department shall be vested in a director and assistant director, both of whom shall be members of the regular police department and both of whom shall be appointed by the chief of police. (G.O. No. 1070, § 2.)

**Sec. 18-15. Rules and regulations.**

The members of the junior police department shall be subject to such rules and regulations as may be promulgated from time to time by the chief of police, which such rules and regulations shall provide for, but need not be limited to, the creation of officers of such department, assumption of command, disciplinary procedure, duties and equipment. (G.O. No. 1070, § 3.)

**Sec. 18-16. Members – Appointment; qualifications; revocation of appointment.**

The members of such junior police department shall be appointed thereto by the director for a probationary period of three months.

Continuation in the service being dependent upon the conduct of the appointee and his fitness for the performance of the duties of which assigned. The director is hereby empowered to revoke any probationary appointment or permanent appointment with

cause or hearing. The powers, rights and duties of such members of such junior police department shall immediately cease at the expiration of the term for which they were appointed or upon revocation of their appointment. No person shall be appointed to such junior police department unless he is a citizen of the United States, able to read, write and speak the English language, physically qualify and of good moral character and shall not have been convicted of any crime. No member of such junior police department shall carry a revolver or any other weapon. Every such member of the junior police department shall be fingerprinted and his fingerprints shall be filed with the Division of State Police and the Federal Bureau of Investigation. (G.O. No. 1070, § 4.)

**Sec. 18-17. Same – conduct and decorum.**

Every such member of the junior police department shall comply with the regular rules and regulations concerning conduct and decorum of the regular members of the town police department. (G.O. No. 1070, § 5.)

**Sec. 18-18. Same – Official insignia or badge of authority.**

Members of the department while on active duty shall bear an official insignia or badge of authority indicating their membership in the department. (G.O. No. 1070, § 8.)

**Sec. 18-19. Authority to control traffic when assigned.**

In addition to such duties as may be prescribed for such department, the members thereof are specifically authorized to control traffic when so assigned. (G.O. No. 1070, § 6.)

**Sec. 18-20. Performance of duties limited to within town.**

Every such member of the junior police department shall perform his duties only within the town. (G.O. No. 1070, § 7.)

**Article III. Special Law Enforcement Officers.**

**Sec. 18-21. Establishment.**

There is hereby established a position known as special law enforcement officer in the police department of the Town of Westfield. (G.O. No. 1421, § II.)

**Sec. 18-22. Appointment.**

Town council of the Town of Westfield as it deems necessary from time to time may appoint special law enforcement officers sufficient to perform the duties and the responsibilities for such officers established by this article and authorized by N.J.S.A. 40A-14-118, subject to the conditions and limitations as are established pursuant to law in this article. (G.O. No. 1421, § II.)

**Sec. 18-23. Qualification for appointment as a special law enforcement officer.**

No person may appointed as a special law enforcement officer unless such person:

- (1) Is a resident of this state during the term of appointment;
- (2) Is able to read, write and speak the English language well and intelligently and has a high school diploma, or its equivalent;
- (3) Is sound in body and of good health;
- (4) Is of good moral character;
- (5) Has not been convicted of any offense involving dishonesty, or which would make that person unfit to perform the duties of office;
- (6) Has successfully undergone the same psychological testing that is required for all full-time police officers of the Town of Westfield;
- (7) Shall not have been appointed as a special law enforcement officer in another municipality at the same time, and shall not be a permanent regularly appointed full-time police officer of any municipality. (G.O. No. 1421, § II.)

**Sec. 18-24. Reporting requirements of the chief of police.**

Before any special law enforcement officer is appointed pursuant to this article, the chief of police, or his designee, shall ascertain the eligibility and qualifications of the applicants and report these determinations in writing to the town council. (G.O. No. 1421, § II.)

**Sec. 18-25. Qualifications to commence duties as a special law enforcement officer.**

No person may commence his duties as a special law enforcement officer unless he has successfully completed a training course approved by the police training commission established in the department of law and public safety (hereinafter referred to as “commission”), and no special law enforcement officer may be issued a firearm unless he has successfully completed the basic firearms course approved by the commission for permanent regularly appointed police, and annual re-qualification examinations. There shall be two classifications for special law enforcement officers. The commission shall prescribe by the rule or regulation the training standards to be established for each classification. Training may be in a commission approved academy, or in any other training program which the commission may determine appropriate. Classification shall be based upon the duties to be performed by such special law enforcement officers as follows:

*Class 1.* Offices of this class shall be authorized to perform routine traffic details, spectator control and similar duties. The use of a firearm by any officer of this class shall be strictly prohibited, and no Class 1 officers shall be assigned any duties which may require carrying or use of a firearm.

*Class 2.* Officers of this class shall be authorized to exercise full powers and duties similar to those of a permanent, regularly appointed full-time police officer. The use of a firearm by an officer of this class may be authorized only after the officer has been fully certified as successfully completing training as prescribed by the commission. (G.O. No. 1421, § II.)

**Sec. 18-26. Term of office.**

Special law enforcement officers shall be appointed for terms not to exceed one year, and the appointments may be revoked by the town council for cause after an adequate hearing. Nothing herein shall be construed to require re-appointment upon expiration of the term. The special law enforcement officers so appointed shall not be members of the enforcement officers so appointed shall not be members of the police force of the Town of Westfield, and their powers and duties pursuant to this Code and the "Special Law Enforcement Officers Act," shall cease upon the expiration of the term for which appointed. No special law enforcement officer may carry a firearm except while engaged in actual performance of the officer's official duties, and when specifically authorized by the chief of police, or his designee, to carry a firearm, and only if that officer has satisfactorily completed the basic firearms course required by the commission for regular police officers, and annual re-qualification examinations as required for permanent regularly appointed full-time officers. (G.O. No. 1421, § II.)

**Sec. 18-27. Supervision and control of special law enforcement officers.**

A special law enforcement officer shall be under the supervision and direction of the chief of police of the Town of Westfield or in the absence of the chief, his designee, and shall perform his duties only in the Town of Westfield unless in fresh pursuit of any person pursuant to Chapter 156 of Title 2A of the New Jersey Statutes. The chief may appoint supervisors from among the special law enforcement officers to perform supervisory duties among the special law enforcement officers. (G.O. No. 1421, § II.)

**Sec. 18-28. Permitted hours of work.**

Special law enforcement officers may not be employed for more than twenty hours per week except without limitations as to hours during periods of emergency. (G.O. No. 1421, § II.)

**Sec. 18-29. Number of special police.**

The number of special police officers of Class 2 category shall not exceed twenty-five percent of the total number of regular police officers. (G.O. No. 1421, § II.)

**Article IV. Auxiliary Police.**

**Sec. 18-30. Establishment.**

In cooperation with the New Jersey State Police Office of Emergency Management, and pursuant to this article, the Town of Westfield in the County of Union has established an auxiliary police unit.

The Westfield Auxiliary Police Unit will be as prescribed by the Annotated Statutes of New Jersey, Appendix A., Chapter 9 (National Defense Title) and other related orders

and directives of the State Director of Emergency Management, or the Governor of New Jersey, and the State Civil Defense Act (Chapter 251, P.L. 1942, as amended).

As prescribed by these statutes, auxiliary police shall be used, under direct supervision of the chief of police, only during a properly declared state of local “emergency or disaster,” and during periods of bona fide training in preparation for such occurrences, as approved by the mayor in cooperation with the municipal emergency management coordinator. (G.O. No. 1674, § I.)

### **Sec. 18-31. Appointment.**

Town council as it deems necessary from time to time may appoint auxiliary police officers sufficient to perform the duties and responsibilities for such officers prescribed by the Annotated Statutes of New Jersey, Appendix A., Chapter 9 (National Defense Title) and other related orders and directives of the State Director of Emergency Management, or the Governor of New Jersey, and the State Civil Defense Act (Chapter 251, P.L. 1942, as amended). (G.O. No. 1674, § I.)

### **Sec. 18-32. Selection and appointment of auxiliary police officer.**

No person may be appointed as an auxiliary police officer unless such person:

(1) Is a resident of the Town of Westfield. Applications for an exception to this directive will be considered on a case by case basis, and the following prerequisites must be satisfied:

(a) There is no auxiliary police program in the municipality in which the applicant resides.

(b) The applicant’s residence is not more than five miles from the Town of Westfield’s border.

(c) The applicant must be approved by the chief of police.

Applications for exception must be submitted through the Town of Westfield’s Emergency Management Coordinator, accompanied with a written justification, approved, and certified by the Town of Westfield Emergency Management Coordinator and the chief of police.

(2) Is eighteen years of age.

(3) Is a citizen of the United States, of good moral character and must be physically qualified to perform the duties assigned. (Physical handicaps will not be used as a disqualification, so long as the individual can perform the assigned duties.)

(4) Is registered as a member of a local emergency management organization and must take loyalty oath and affix signature before a person authorized to administer oaths in this State (41:2-1). This oath to be filed with the municipal clerk.

(5) Prior to appointment for training, an oral examination of applicants shall be conducted by the chief of police to determine individual qualification.

(6) Each applicant must be screened to ascertain the individual is a good security risk and not engaged in any un-American activity or other activity which would discredit the auxiliary police.

(7) Applicants will be required to complete the basic auxiliary police course as prescribed by the police advisory committee prior to assignment to duty.

(8) Applicant will complete the auxiliary police registration information form and information will be checked for record information through the State Bureau of Identification and the National Crime Information Center by the State Bureau of Identification to determine whether the individual has a criminal record.

(9) Each applicant for appointment will be required to complete a personal information form in duplicate, original to be filed in the records bureau of the Town of Westfield Police Department, copy to be forwarded to the County Emergency Management Coordinator. The County Emergency Management Coordinator will forward copy to the Town of Westfield's Emergency Management Coordinator. (G.O. No. 1674, § I.)

### **Sec. 18-33. Reporting requirements of the chief of police.**

Before an auxiliary police officer is appointed pursuant to this article, the chief of police, or his designee, shall ascertain the eligibility and qualifications of the applicants and report these determinations in writing to the town council. (G.O. No. 1674, § I.)

### **Sec. 18-34. Mission of the auxiliary police.**

(1) The precise implementation of the auxiliary police will then be the responsibility of the chief of police after consultation with the mayor and emergency management coordinator.

(2) The assignment of auxiliary police to an "emergency," "disaster," or "training" mission will be directed by the chief of police in cooperation with the emergency management coordinator.

(3) Auxiliary police detailed to duty for "training," or an "emergency/disaster" assignment must adhere to the following procedures:

(a) Before assuming their assignments: report to police headquarters and personally log in by entering their name, date, time of reporting, and specific assignment, in the auxiliary police docket.

(b) Upon completion of assignment: report to police headquarters and personally log out by entering name, date and time completed assignment in the auxiliary police docket.

(c) Auxiliary police properly summoned and assigned to duty are covered by State statutes for insurance in case of personal injury or death only during the time of assignment to duty.

(d) In event of an extreme "emergency/disaster" every effort will be made to comply with all rules and regulations pertaining to auxiliary police activities. However, if action has to be taken immediately, verbal approval should be obtained from the chief of police, the mayor, emergency management coordinator, or other person in charge of the police at the time of "emergency."

(e) Auxiliary police, when properly assigned must follow and comply with all rules and regulations of the regular police department; those established for auxiliary

police; and such additional rules and regulations as may be prescribed by the chief of police or his designated representative.

(f) Regular police personnel, regardless of rank, will not relinquish their authority to supervise, to a member of the auxiliary police, even if the auxiliary police officer is of higher rank.

(g) No remuneration is paid to a member of the auxiliary police unit for performance of duty, neither monetary nor otherwise.

(G.O. No. 1674, § I.)

### **Sec. 18-35. Duty assignments of auxiliary police.**

(1) Auxiliary police defined in App. A:9-45. (See Directive No. 28, revised 10-8-57 re Chapter 251, P.L. 1942 as amended by Chapter 86, P.L. 1949). Personnel properly enrolled, trained, and certified, according to the Orders, Rules and Regulations of Appl. A:L9-45 as “Auxiliary Police,” shall have the powers of a regular police officer during designated “emergency/disaster” or properly assigned “training mission” only.

All assignments of auxiliary police will be approved by the chief of police, or other responsible person having authority for their assignments during an “emergency/disaster,” or “training” mission.

(2) The following list is representative of functions which may be proper and appropriate for assignment to auxiliary police. This list is not exclusive and other functions may be assigned at option of the chief of police as appropriate to the individuals’ level of training, ability, and requirements of the situation:

(a) Vehicular and pedestrian traffic control.

(b) Receive and disseminate warnings.

(c) Disseminate information and instructions to the public as directed.

(d) Security of Federal, State, County, or local government buildings within the Town of Westfield as directed.

(e) Security of essential industrial sites, utility and power stations, sewage systems, water distribution facilities, transportation centers, radio and television stations, and communications centers within the municipality.

(f) Assist with the staffing and functioning of the emergency operations center.

(g) Enforcement of law and order as required and/or directed.

(h) Documentation of all tasks initiated or completed, and reporting unusual incidents during assignment duty.

(G.O. No. 1674, § I.)

### **Sec. 18-36. Permitted hours or work.**

Auxiliary police officers must serve a mandatory auxiliary police on-the-job training program, consisting of at least eight hours of training each month. During on-the-job training, auxiliary police officers shall be under the direction of the chief of police. They shall be subject to the rules, regulations and disciplinary requirement of the police department. (G.O. No. 1674, § I.)