

San Andreas State Police



Standard Operating Procedures

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Section 1

CODE OF CONDUCT

1.1 Patrol Standards

- Officers must have uniforms clean and maintained.
- Officers must have all proper equipment to carry out police duties.
- Officers must have all equipment serviceable and ready for use.
- Officers must ensure the vehicle has proper equipment and is serviceable.
- Officers must ensure all weapons are loaded and serviceable.
- Officers must report to a supervisor prior to going on duty.
- Officers must attend any roll call.
- Officers will follow the proper chain of command.
- Officers must ensure that they act in a safe manner while in a vehicle.
- Law Enforcement Officers are to end and start their patrol from the Mission Row Police Department

1.2 Member of Service Conduct

- Officers are to maintain professional bearings at all times.
- Officers are to never harass, intimidate or otherwise infringe on any civilian's rights.
- Officers are to never abuse their power to benefit themselves or hurt others in any way. (Financially, physically, verbally or in any way that is below that of an Officer's oath to protect and serve.)
- Officers must aid any civilian in need to the best of his/her ability.
- Officers must obey any lawful order issued by a supervisor of rank above theirs.
- Officers are responsible for any harm he/she causes to a person outside the rule of law and in accordance with each department's patrol guide.
- Officers must and will follow all road laws and not abuse sirens to ignore these laws.
- Officers must be able to justify any use of force or cause for an arrest/stop of any person.
- Officers will not discriminate against any person for any reason including but not limited to: Race, religion, sexual orientation and gender.
- No fraternization within the department, period.

1.3 Oath of Office

OATH OF OFFICE

"I do solemnly swear: I will support, protect and defend the Constitution and Government of the United States and of the State of San Andreas; I will render strict obedience to my superiors in the San Andreas State Police, and observe and abide by all orders and regulations prescribed by them for the government and administration of said Patrol; I will always conduct myself soberly, honorably and honestly; I will maintain strict, punctual and constant attention to my duties; I will abstain from all offensive personality or conduct unbecoming a police Officer; I will perform my duties fearlessly, impartially and with all due courtesy and I will well and faithfully perform the duties of a Officer on which I am now about to enter. So help me God.

1.4 Code of Ethics

As a member of the San Andreas State Police, my fundamental duty is to serve humankind; 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 people to liberty, equality and justice.

I will keep my private life unsullied as an example to all; 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 in both my personal and official life, I will be exemplary in obeying the laws of the land 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 secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities, or friendships to influence my decisions. With no compromise for crime and with 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 the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession ... law enforcement.

2.3 Part Time/Second Personalities/Second Jobs

1. Officers are permitted to own businesses as long as they can meet the time constraints set upon for the department.
2. Officers can have cousins who are in the careers of being a criminal but can not be a part of a lower end street gang or a criminal organization.

Section 2

Organization Structure

- Rank Structure

***Colonel

***Lieutenant Colonel

***Major

**Commander

**Captain

**Lieutenant

*Staff Sergeant

*Sergeant

Master Trooper

State Trooper First Class

State Trooper

Probationary State Trooper

Police Recruit

A (***) indicated means the rank is part of SAPD's Executive Staff.

A (**) indicated means the rank is part of SAPD's Command Staff.

A (*) indicated means the rank is part of SAPD's Supervisory Staff.

Section 3

Uniform Standards & Structure

This section will provide members with a standard for uniform attire while wearing the department uniform. The Chief of Police will have the authority to choose the Class of uniform that will be required for the assignment/classification of the employee. Any special units such as Honor Guard, Canine, etc. are also guided by these standards; additional uniform guidelines may be incorporated into their unit standard operating procedures, however, there will be no deviation from the department standard permitted.

A. Uniform Standards – Shirts: 1. Uniform shirts shall have affixed to each sleeve the Los Santos Police patch, and sergeant chevrons (when appropriate).
2. Uniform shirt sleeves shall not be rolled up or turned under and all shirts shall be closed entirely, except at the neck.
3. Members shall report to work with clean and pressed shirts. All class shirts shall also be completely tucked into the uniform pants or shorts.
4. Uniform shirts require that badges shall be worn over the left shirt pocket and pinned through the holes provided.
5. The cloth name-tape, consisting of a minimum of the first initial and the full last name, shall be affixed on the right breast pocket flap of the uniform shirt and centered along the bottom seam along the top portion of the flap.

B. Uniform Standards – Pants: Uniform pants shall be regulated by the Chief of Police in order to insure uniformity. The length of the pant leg shall touch the top of the front of the shoe without breaking while the member is standing in an erect position, and the waistline shall be maintained above the hipbone level. Members shall report to work with clean and pressed uniform pants.

C. Uniform Standards – Footwear: 1. Socks shall be worn with any class of uniform. Sock length shall be long enough to cover respective shoes heights.
1. Solid color navy blue or black socks, without design, shall be worn when wearing the uniform pants.
2. The uniform shoe shall be limited to an all black, plain toe, lace-up, rubber or leather heeled shoe, that shall be kept polished and presentable at all times.
3. Boots shall be worn by UPD field members and shall be limited to a black, plain toe, rubber or leather heeled boot. The boots shall be tall enough so that the pant leg will not catch or snag on the tops of the boots.
4. Footwear shall not be adorned with buckles or ornaments (of any kind). No metal plates, cleats, or other attachments shall be worn on the bottom surfaces.

D. Hair Appearance:

1. FEMALE PERSONNEL:

- a. Hair must be neat and well groomed while on duty.
- b. Hair must be secured in a style which will not contribute to injury during the tour of duty or in the event of assault.
- c. Hair may touch but not extend below the shoulder (hair may be styled in an upward sweep or bun).
- d. Hair color shall be conservative and reflect a professional uniform image.

2. MALE PERSONNEL:

- a. Hair shall be evenly trimmed at all times while on duty.
- b. The bulk and length of the hair shall not interfere with the normal wearing of a hat.
- c. A beard is allowed but must be neatly trimmed.

Personal Hygiene: Excluding those members acting undercover, all members shall be expected to maintain a high standard of personal grooming and hygiene. Clothing shall be clean and neatly pressed; and footwear, duty belt and accessories clean and polished.

E. Jewelry and Sunglasses:

1. A watch, a bracelet, and a maximum of three (3) rings may be worn.
2. Necklaces must be concealed by the uniform.
3. Earrings of small post type that do not hang below the ear lobe may be worn by female personnel.
4. While in uniform, sunglasses will be of a conservative nature with black, brown, dark blue, or dark green lenses. Frames will be silver, gold, black, or blue. Cords will be black or dark blue in color.

You can find the LAPD Uniform structure [here](#).

A. Required Equipment: All members shall report for duty with all necessary equipment easily accessible, as dictated by the member's assignment (i.e.; UPD reports with items 1-13). Such as:

1. A whistle
2. Pens
3. A flashlight;
4. All non-supervisory uniformed personnel shall carry a notepad;
5. Issued Duty belt;
6. Issued firearm, ammunition, and magazines;
7. Issued expandable baton (ASP);
8. Handcuffs and key(s);
9. Issued X-26 Taser and carrying holster;
10. Valid San Andreas' License;
11. Issued Badge;
12. Issued ID;
13. Issued work laptop and required devices.

Chain of Command

CHAIN OF COMMAND: Formal lines of communication going downward or upward within the organizational hierarchy through each successive level of command.



You can find our department structure [here](#).