

Matteson Police Department Policy Manual

Policy Manual

INDEX / TOPICS

A

ADMINISTRATIVE INVESTIGATIONS

OIS.	90
Recorded media files.	354
Vehicle damage.	483

ADMINISTRATIVE LEAVE

Firearms.	96
-------------------	----

ADULT ABUSE

Investigations.	425
-------------------------	-----

AIR SUPPORT ASSISTANCE 336

AIRCRAFT 332

Accidents.	332
--------------------	-----

AIRCRAFT

Ambulance.	385
--------------------	-----

ALCOHOL

Firearms.	99
Intoxicants.	191
Vehicle use.	480

ALCOHOL 578

ALCOHOL USE 578

ALPR 374

AMMUNITION 97

ANIMAL CONTROL 520

ANIMALS

Dangerous.	100
Euthanize.	101
Injured.	101
Line-of-duty deaths.	668

APPOINTMENTS

Chaplain coordinator.	234
Community relations coordinator.	263
Line-of-duty death liaisons and coordinators	661
Operations director	459, 463
Petty cash fund manager.	485
TSA instructor.	101
UAS Coordinator.	448

ARRESTS

Child and dependent adult safety.	239
Consular notifications.	533
First amendment assemblies.	397
Log.	201
Seat belts.	599

ASSET FORFEITURE 428

ASSET SEIZURE 429

AUDIO/VIDEO RECORDING

Body-worn cameras.	350
Custodial interrogation.	425
Holding cells.	538
OIS.	92

AUDITS

Informant files.	436
Informant funds.	438
Petty cash.	485

AURCRAFT

Flying while armed.	101
-----------------------------	-----

AUTHORITY

Civil commitments.	312
Command.	29
Ethics.	187

MEMBERS. 29

AUTOMATED LICENSE PLATE READER 374

AUTOMATIC VEHICLE LOCATION 479

AUXILIARY RESTRAINTS 62

AVL 479

B

BACKGROUNDS 562

BADGE

Mourning Badge.	633
-------------------------	-----

BADGES, PATCHES AND IDENTIFICATION

While armed.	96
----------------------	----

BARRICADED SUSPECTS 297

BATON 70

BIAS-BASED POLICING 275

BIOLOGICAL SAMPLES

Hazards	334, 657
-------------------	----------

BODY ARMOR

Suspects.	95
-------------------	----

BODY ARMOR 601

BOMBS

Aircraft accidents.	334
Chaplains.	236
MDT/MDC.	349
Portable Audio/video recorders.	353

BRIEFING TRAINING 278

C

CASH

Audit.	438
Custody.	538
Informants.	437

CHANGE OF ASSIGNMENT 608

CHAPLAINS 233

Line-of-duty deaths.	668
------------------------------	-----

CHILD ABUSE

Definitions.	161
----------------------	-----

CHILD AND DEPENDENT ADULT SAFETY 239

CHILDREN

Child safety.	239
Firearms.	99
Mental health.	312
Safety.	535

Matteson Police Department

Policy Manual

CITATIONS			
Evaluation criteria.	400	Surreptitious recording.	353
Traffic.	401	CRIME ANALYSIS	493
CIVIL		CRIME SCENE AND DISASTER INTEGRITY	
Liability Response.	91	279
Subpoenas.	203	CRIMINAL INTELLIGENCE SYSTEM	342
CIVIL COMMITMENTS	312	CRIMINAL OFFENDER INFORMATION	516
CIVIL DISPUTES	390	CRIMINAL ORGANIZATIONS	342
COMMAND STAFF		CRISIS INTERVENTION INCIDENTS	307
Occupational diseases and work-related		CRISIS NEGOTIATION TEAM	281
injuries.	627	CRISIS RESPONSE UNIT	281
COMMAND STAFF, CONDUCTED ENERGY		CUSTODIAL INTERROGATIONS	425
DEVICE	82		
COMMENDATIONS AND AWARDS	609	D	
COMMUNICABLE DISEASES		DAMAGE BY VILLAGE PERSONNEL	198
Custody.	530	DEATH	
Illness and injury prevention.	653	Chaplains.	236
COMMUNICATIONS CENTER		Custody - adults.	539
Mandatory sharing.	206	Native american graves (NAGPRA).	260
COMMUNICATIONS WITH HEARING		DEATH INVESTIGATION	212
IMPAIRED OR DISABLED	225	DEATH NOTIFICATION	213
COMMUNITY ADVISORY COMMITTEE	265	DEBRIEFING	
COMMUNITY RELATIONS	262	OIS.	92
COMPUTERS		Tactical.	92
Digital evidence.	426	Warrant service.	461
CONDUCT		DECONFLICTION	465
Meritorious.	611	DEPARTMENT OWNED PROPERTY	470
OIS.	85	DEPARTMENT PROPERTY	
Standards of conduct.	189	Loss Or Damage.	471
CONFIDENTIALITY		DEPARTMENTAL DIRECTIVES	30
Chaplains.	237	DEPENDENT ADULTS	
Communicable disease information.	586	Safety	239, 535
Communications center.	496	DISABLED	
Custodial telephone calls.	535	Motorist.	420
Informants.	434	DISCIPLINE	186
Radio broadcasts.	348	DISCLAIMER OF POLICIES	21
Surreptitious recording.	353	DISPUTED CLAIMS	502
CONTACTS AND TEMPORARY DETENTIONS		DOMESTIC VIOLENCE	
Bias-based policing.	275	Definition Of Terms.	132
Warrant service.	461	DRIVING	
CONTROL DEVICES		MDT/MDC.	347
Decontamination.	584	Personal communication devices.	475
First amendment assemblies.	396	DRIVING TACTICS	110
CONTROL DEVICES	69	DRUG USE	578
CONTROL DEVICES	69		
CORRESPONDENCE	40	E	
COURT APPEARANCES	203	ELECTRICAL LINES	328
COURT ORDERS		ELECTRO-MUSCULAR DISRUPTION	
Child custody.	240	TECHNOLOGY DEVICE	77
Civil disputes.	391	ELECTRONIC CIGARETTES	588
Juvenile informants.	434		
Subpoenas.	203		

Matteson Police Department

Policy Manual

ELECTRONIC MAIL	38	HANDCUFFING	61
Personal communication devices.	472	HANDCUFFING AND RESTRAINTS	
ELECTRONIC SURVEILLANCE ALERTS	134	Custody.	537
EMERGENCY MANAGEMENT PLAN	32	HAZARDOUS MATERIAL	295
EMERGENCY UTILITY	328	HAZARDOUS MATERIAL (HAZMAT)	
EMPLOYEE CONVICTIONS	576	RESPONSE	
EPINEPHRINE		Aircraft accidents.	334
Administration.	388	Precautions.	584
ETHICS	187	HAZARDS	655
EVALUATION	565	HEARING IMPAIRED	225
EVIDENCE		HIGH-VISIBILITY VESTS	402
Bombs.	306	HOSTAGES	297
Digital.	426		
NAGPRA.	260	I	
Seizing recordings.	358	IDENTITY THEFT	215
EXPLOSIONS	305	ILLNESS AND INJURY PREVENTION	653
EXPOSURE CONTROL	583	IMMUNIZATIONS	585
Reviews.	653	IMPAIRED DRIVING	411
EXPOSURE(S)	295	INFORMANTS	434
		INFORMATION TECHNOLOGY USE	192
F		INITIATE A PURSUIT	106
FIELD TRAINING OFFICER	329	INSPECTIONS	
FIREARM CONCEALED CARRY	379	Firearms.	99
FIREARMS		Holding cells.	538
Civil commitments.	314	Illness and injury prevention	653, 656
Destruction of animals.	523	Personal communication devices.	472
Retiree carry.	42	Personal protective equipment.	656
Vehicle use.	481	Vehicles	478, 656
FIREARMS		INVESTIGATION AND PROSECUTION	424
Mental Health.	502		
FIRST AMENDMENT ASSEMBLIES	393	J	
FITNESS FOR DUTY	614	JURISDICTION	
FOREIGN		Aircraft accidents.	334
Nationals.	533	Consular notification.	533
FOREIGN DIPLOMATIC AND CONSULAR		OIS.	84
REPRESENTATIVES	317	Registered offenders.	207
FORMS			
Firearms training.	101	K	
Unintentional discharge	70, 75	KEYS	
		Vehicle.	479
G		KINETIC PROJECTILES	71
GANGS			
Employee affiliation.	187	L	
GANGS	345	LAW ENFORCEMENT AUTHORITY	13
GRIEVANCE PROCEDURE	571		
GROOMING STANDARDS	629		
H			

Matteson Police Department

Policy Manual

LEG IRONS	62	NOTIFICATION	
LEG RESTRAINTS	62	Consular.	533
LICENSE PLATE RECOGNITION	374	NOTIFICATIONS	
LIMITED ENGLISH PROFICIENCY	217	Cash.	486
LINE-OF-DUTY DEATHS	658	Civil commitments.	314
		Custody suicide attempt, death or serious injury.	539
M		Discriminatory harassment.	160
MDT/MDC		Impaired driving	412, 414
Use.	479	Line-of-duty deaths.	659
Vehicles.	479	NAGPRA.	260
MEAL PERIODS, BREAKS, RESTRICTED LEAVE	617	NOTIFICATIONS, SICK LEAVE	581
MEDIA		NUMERICAL FILING	507
Aircraft accidents.	334		
First amendment assemblies.	397	O	
Line-of-duty deaths.	667	OATH OF OFFICE	19
OIS.	93	OC SPRAY	
Operations plans.	467	Animals.	100
Warrant service.	462	OC SPRAY	70
MEDIA RELATIONS	200	OCCUPATIONAL DISEASE AND WORK- RELATED INJURY REPORTING	627
MEDIA REQUEST	200	OFFICER SAFETY	
MEDICAL		Crime scene and disaster integrity.	279
Aircraft accidents.	333	Firearm confiscation.	85
Illness and injury prevention.	653	Informants.	436
Leave Act (FMLA).	581	LEOSA.	42
Opioid overdoses.	387	Occupational hazards.	655
Releases.	385	Portable audio/video recorders.	351
Screening - custody adults.	535	Seat belts.	599
Treatment for communicable disease exposure.	586	Warrant service.	459
Treatment for occupational diseases and work- related injuries.	627	OPERATIONS PLANNING AND DECONFLICTION	463
MEDICAL CANNABIS CARDHOLDERS	411	ORGANIZATIONAL STRUCTURE AND RESPONSIBILITY	28
MINIMUM STAFFING	41	OUTSIDE AGENCY ASSISTANCE	205
MOBILE AUDIO/VIDEO (MAV)		OUTSIDE EMPLOYMENT	623
OIS.	92	Obtaining Approval.	623
MOBILE DIGITAL TERMINAL USE	347	Prohibited Outside Employment.	624
MODIFIED-DUTY ASSIGNMENTS	643	Security Employment.	625
MUTUAL AID	205	OVERTIME	
First amendment assemblies.	396	Court.	204
Warrant service.	461	OVERTIME PAYMENT	621
N		P	
NATIVE AMERICAN GRAVES (NAGPRA)	260	PARKING	480
NONSWORN		PATROL FUNCTION	272
Investigation and prosecution.	424	PEPPER PROJECTILES	70
Vehicles.	480	PEPPER SPRAY	70
NOTICE TO APPEAR OR SUMMONS RELEASES	316	PERFORMANCE EVALUATIONS	

Matteson Police Department

Policy Manual

SEARCHES			
Crime scene.	280	Criminal Organizations.	345
Dead bodies.	213	SWAT.	284
Police vehicle inspections.	478	TRANSPORT BELTS	62
SEAT BELTS	599		
SECURITY EMPLOYMENT	625	U	
SICK LEAVE	581	UNIFORM REGULATIONS	631
SMOKING AND TOBACCO USE	588	UNIFORMS	
SOCIAL MEDIA	256	Courtroom attire.	204
SPIT HOOD	61	UNLAWFUL ASSEMBLY	396
SPIT MASK	61	UNMANNED AERIAL SYSTEM	448
STAFFING LEVELS	41	USE OF FORCE	
STANDARDS OF CONDUCT	185	First amendment assemblies.	396
SUBPOENAS	203	USE OF FORCE REVIEW BOARD	54
SUPERVISION DEPLOYMENTS	41	USE OF SOCIAL MEDIA	256
SUSPICIOUS ACTIVITY REPORTING	382	UTILITY SERVICE	328
SWORD SYSTEM	343		
		V	
T		VEHICLE MAINTENANCE	476
TAKE HOME VEHICLE	481	VEHICLE TOWING	405
TASER®	77	VEHICLES	478
TEAR GAS	70	VIDEO RECORDINGS	
TECHNOLOGY USE	192	First amendment assemblies.	394
TEMPORARY CUSTODY OF ADULTS	530		
TRAFFIC	400	W	
Citations.	401	WARNINGS	
TRAFFIC CRASH REPORTING	403	Shoots.	101
TRAFFIC SIGNAL	328	Traffic.	401
TRAINING		WATCH COMMANDERS	346
Chaplains.	237	WATER LINES	328
Child and dependent adult safety.	242	WORKPLACE VIOLENCE	138
Civil commitments.	315		
Communicable disease.	587		
Conducted energy device.	82		
Crisis intervention incidents.	311		
Custody.	542		
Epinephrine administration.	388		
Fair and objective policing.	277		
Firearms.	99		
First amendment assemblies.	398		
Hazardous materials.	657		
Impaired driving.	416		
Occupational safety.	657		
Operation planning and deconfliction.	468		
Personal communication devices.	474		
Personal protective equipment.	491		
Shared equipment and supplies.	206		
Social media.	258		
UAS.	449		
Warrant service.	462		
TRAINING			