
Reporting Law Enforcement Activity Outside of Jurisdiction

412.1 PURPOSE AND SCOPE

This policy provides general guidelines for reporting law enforcement activity while on or off-duty and occurring outside the jurisdiction of the Urbana Police Department.

412.1.1 ASSISTANCE TO AGENCIES OUTSIDE THE CITY

When an officer is on-duty and is requested by an allied agency to participate in law enforcement activity in another jurisdiction, he/she shall obtain prior approval from the immediate supervisor or the Shift Supervisor. If the request is of an emergency nature, the officer shall notify METCAD before responding and thereafter notify a supervisor as soon as practical.

412.1.2 LAW ENFORCEMENT ACTIVITY OUTSIDE THE CITY

Any on-duty officer, who engages in law enforcement activities of any type outside the immediate jurisdiction of the Urbana shall notify his/her supervisor or the Shift Supervisor at the earliest possible opportunity. Any off-duty officer who engages in any law enforcement activities, regardless of jurisdiction shall notify the Shift Supervisor as soon as practical.

The supervisor shall determine if a case report or other documentation of the officer's activity is required. The report or other documentation shall be forwarded to the officer's Division Commander.