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Police Department - Patrol Operations Division

TO: V Squad  
FROM: Jim Sweig, Sergeant, Patrol  
DATE: 01-16-09

**SUBJECT: Revised V Squad Expectations**

This Memorandum is an amendment to V Squad Expectations dated 05-26-08. These amended responsibilities will be in effect today's date (January 16, 2009) at 2100 hours. These responsibilities will remain in effect for all V Squad officers until May 24, 2009.

- 8 On –View contacts a week.
  - If you work only three days, you are responsible for 8 On-View contacts a week.
  - If you work only two days, you are responsible for 6 On-View contacts a week.
  - If you work only one day, you are responsible for 3 On-View contacts a week.
- You are to have 2 DUI arrests each month.
- You are to continue to maintain your Beat Responsibilities, to include Beat Integrity.
- You are only authorized to be at the Hawk Substation (10 W.) for your lunch break, fueling your patrol vehicle, using the restroom, or conducting telephone follow-up, and you must be checked off.
- Not more than 2 officers will meet with each other to “25” at a time.
- You will remain in your beat unless you are conducting traffic enforcement, assisting a fellow officer, or you are sent/respond to a call in another beat. When meeting with another officer, you are not to be more than ½ mile from your beat.
- You are to conduct 1 security check on foot a shift.
- When you have completed a Call for Service, you are to immediately go back in service.

The previously listed items are your responsibility. If you did not have an opportunity to complete them, you are to get with me and advise me of the situation. You will be held accountable for each of these tasks.

Jim Sweig