



SACRAMENTO POLICE DEPARTMENT

GENERAL ORDERS



510.14 UNIT IDENTIFIERS 06-11-09

PURPOSE

The purpose of this policy is to establish unit identifiers for the expedient assignment of calls.

POLICY

It shall be the policy of the Sacramento Police Department that unit identifiers be used when dispatching calls.

PROCEDURE

A. PATROL OFFICER IDENTIFIERS

Unit identifiers for police officers assigned to patrol units on the watches shall consist of:

1. The number of officers assigned to a vehicle (1 or 2).
2. The shift the officer is assigned.

Shift Identifier	Shift	ID	Shift Hours
(a) Bravo	Day Watch	B	0600-1600
(b) Frank	Late Day Watch	F	0800-1800
(c) Edward	Early Mid Watch	E	1300-2300
(d) Charles	Mid Watch	C	1500-0100
(e) William	Late Mid Watch	W	1700-0300
(f) Alpha	LateWatch	A	2100-0700

3. The district the unit is assigned.
 - (a) Unit identifiers with a "1" designate the Northwest District.
 - (b) Unit identifiers with a "2" designate the Northeast District.
 - (c) Unit identifiers with a "3" designate the Central District.
 - (d) Unit identifiers with a "4" designate the Southwest District.
 - (e) Unit identifiers with a "5" designate the South District.
 - (f) Unit identifiers with a "6" designate the East District.

4. The beat for which the unit is responsible.
 - (a) Unit identifiers ending in "1," "2," or "3" designate an "A" beat unit.
 - (b) Unit identifiers ending in "4," "5," or "6" designate a "B" beat unit.
 - (c) Unit identifiers ending in "7," "8," or "9" designate a "C" beat unit.

5. Examples:

2A68 =	1B22 =	1C46 =
(2) Officers	(1) Officer	(1) Officer
(A) Late	(B) Day	(C) Mid
(6) District 6	(2) District 2	(4) District 4
(8) Beat C	(2) Beat A	(6) Beat B

B. COMMUNITY SERVICE OFFICER IDENTIFIERS

Unit identifiers for Community Service Officers assigned to patrol shall consist of :

1. The shift the CSO is assigned.
 - (a) Late Watch = 1
 - (b) Day Watch = 2
 - (c) Mid Watch = 3
2. The identifier CS (CSO)
3. The district the CSO is assigned.
4. Examples:
 - 1CS50 is a Late Watch CSO assigned to District 5
 - 2CS30 is a Day Watch CSO assigned to District 3
 - 3CS20 is a Mid Watch CSO assigned to District 2

C. PATROL SERGEANT IDENTIFIERS

Unit identifiers for sergeants assigned to patrol shall consist of:

1. The shift the sergeant is assigned.
2. The identifier SM (Sam)
3. The district the sergeant is assigned.

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4. Examples: 1SM6 is a Late Watch Sergeant assigned to District 6
 2SM3 is a Day Watch Sergeant assigned to District 3
 3SM1 is a Mid Watch Sergeant assigned to District 1

D. WATCH COMMANDER IDENTIFIERS

Unit identifiers for lieutenants (watch commanders) shall consist of:

1. The identifier LN (Lincoln).
2. The number following identifies the specific lieutenant.

F. ADDITIONAL IDENTIFIERS

Unit identifiers assigned to other department employees shall consist of:

1. a designator identifying the assignment/responsibility.
2. a number assigned to the officer.

3. DESIGNATOR	COMPUTER ID	ASSIGNMENT / RESPONSIBILITY
ABC	ABC	Alcohol Beverage Control Unit
AIR	AIR	Helicopter Unit
BEAT	BEAT	Beat (foot) Patrol Unit
BIKE	BIK	Bicycle Patrol Beats
CANINE	K9	Canine/Parks patrol
██████	██████	██
CAPTAIN	CO	Operations Captain
COMMUNICATIONS	COM	Comm.Ctr. (Inc.Tactical Dispatcher)
CP	CP	Command Post
CSI	CSI	Crime Scene Investigation Unit
CSO	CSO	Community Service Officer (other than Patrol functions)
DELTA	DT	Problem Oriented Police Officer
DUI	DUI	Driving Under Infl. Enforcement
EOD	EOD	Bomb Squad
EXP	EXP	Call Expeditor
GANGS	GNG	Gang Unit
GREEN	GRN	Grant Funded Officer
GOLD	GLD	Reserve Unit
HQ SECURITY	HQS	Headquarters
IV	IV	Investigations
MAGNET	MAG	Magnet Unit
MARINE	MAR	Boat Unit
MOTOR	MTR	Motorcycle Traffic Enforcement
MOUNTED	MTD	Mounted patrol
NEGOTIATOR	NEG	Hostage Negotiator
OPERATIONS	OPR	Admin Staff (e.g.Executive Lt.'s, etc.)
PAUL	PL	Public Inebriate Wagon Assignment
RT	RT	Regional Transit
ROBERT	RBT	School Resource Officer
SECURITY	SCT	Special Overtime Unit
STAFF	STF	Command Staff and other members of the OOC (e.g., PSU/IA/PIO, etc.)
TAC	TAC	Tactical Unit
TOM	TOM	Traffic Supervisors
UNION	UNN	SWAT Unit or Parole Unit
VIP	VIP	Volunteer
X-RAY	XRA	Radar Enforcement Officer

G. CITY OF SACRAMENTO EMPLOYEES

Unit identifiers for City of Sacramento employees using police radio frequencies should consist of:

1. a designator identifying the assignment/responsibility.
2. a number assigned to the employee.

3. DESIGNATOR	COMPUTER ID	ASSIGNMENT/RESPONSIBILITY
ANIMAL CONTROL	ANI	Animal Control Unit

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CODE ENFORCEMENT	COE	Code Enforcement Unit
PARK SAFETY	PS	Neighborhood Services - Park
PARKING CONTROL	PKG	Parking Control Unit
BUILDING INSPECTOR	BLDG	Building Inspector

H. OUTSIDE AGENCIES

Unit identifiers for outside agency employees using the police radio frequencies should consist of:

1. a designator identifying the assignment/responsibility.
2. a number assigned to the employee.

DESIGNATOR	COMPUTER ID	ASSIGNMENT/RESPONSIBILITY
ADAM	ADM	CSUS officer
CHAPLAIN	CHAP	Community/LE Chaplain
CORONER	COR	Sacramento County Coroner Unit
CSUS	CSU	CSUS Corporal
ELK GROVE	ELK	Elk Grove School District officer
HELICOPTER	HEL	California Highway Patrol Helicopter
NORA	NOR	SSD Narcotics Detective
PROBATION	PB	Probation Officer
CONSUMNES RIVER	RIV	Consumnes River College Officer
SCHOOL	SCH	SCUSD/McGeorge School of Law
SIERRA	SIE	CSUS Sergeant
SILVER	SIL	Parole Officer
STAR	STAR	SSD Helicopter
UCD	UCD	UCD Officer

I. INCIDENT COMMAND SYSTEM (ICS)

1. Unit identifiers for the Incident Command System (ICS) are assigned when a disaster or major operation is announced and, as a result of the incident, the ICS is implemented.
NOTE: The State of California requires that these unit identifiers be available for use in the event mutual aid is required from outside the operational area (county).
2. The following ICS unit identifiers can be found in the Police Unit (PUNIT) file of the CAD system:

DESIGNATOR	COMPUTER ID	ASSIGNMENT/RESPONSIBILITY
FINANCE	FIN	Finance/ Administration Section Chief
IC	IC	Incident Commander
LIAISON	LIA	Liaison Officer
LOGISTICS	LOG	Logistics Section Chief
OPERATIONS	OPS	Operations Section Chief
PIO	PIO	Public Information Officer
SAFETY	STF	Safety Officer
PLANNING	STF	Planning Section Chief

J. WATCH COMMANDER SHALL ENSURE:

1. No other unit identifiers are assigned or used.
2. Unit identifiers are correctly used.

K. ADDING UNIT IDENTIFIERS

1. The following procedure shall be used to add/create new unit identifiers:
 - a. Verify that one does not already exist that could be used.
 - b. Forward a written request to the Communications Manager and the CAD support team with a proposed identifier, including its definition.
 - c. The CAD support team shall ensure that the identifier does not conflict with any other CAD identifier or command and is acceptable for typing and verbal syntax.
 - d. If the proposed identifier is accepted, the requestor shall make all necessary notifications to other radio users and Communications explaining what the new identifier is and how it shall be used.
2. No other means of adding unit identifiers shall be accepted.