

# PRELIMINARY DRAFT

## CHAPTER 11

### POLICE DEPARTMENT

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### ARTICLE I. GENERAL PROVISIONS

**SECTION 11.101. COMMISSIONER HEADS DEPARTMENT.** The Police Department shall be under the charge of a Police Commissioner who shall be the head of said department and the appointing authority. The Chief of Police shall be the next ranking officer of the department and in the absence of the Commissioner, shall be the Head of the Department.

**SECTION 11.102. APPOINTMENT AND REMOVAL.** The City Manager shall appoint the Police Commissioner and the Chief of Police. The Police Commissioner shall not be subject to the Civil Service laws. The Police Commissioner may be removed from office at any time by the City Manager. The Chief of Police may be removed in accordance with the applicable provisions of law.

**SECTION 11.103. RECORDS AND REPORTS.** (a) The Commissioner shall keep a correct record of the business of the department, and shall make such reports to the City Manager from time to time, as he shall require, concerning all matters relating to the Police Department, and to the property of the City used by the Police Department.

(b) He shall make a report to the City Manager annually, in the month of January, of all the receipts and expenditures of his department, the organization and efficiency of the force, and an itemized statement of all the materials, tools and property of every kind belonging to the City, on hand December 31 with their estimated value. (G.O. 1943, c. 25, sec. 13, 14)

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**SECTION 11.104. MEMBERS; ORGANIZATION AND ADMINISTRATION.** The Commissioner, with the approval of the City Manager, shall have authority to determine the number of members of the department, but the Police Department shall have a minimum quota of Three Hundred Fifty Police Officers at all times. He shall have the authority to organize and administer the department. The Commissioner may expend for the conduct of the department such sums as the City Council may appropriate. (Ord. No. 734, April 5, 1965 as amended by Ord. No. 834, March 18, 1974)

**SECTION 11.105. PLATOONS; TOURS OF DUTY.** In order to maintain and assure protection of the citizens of Cambridge and the safety of members of the force, the head of the department shall maintain each of the platoons working the following tours of duty or work shifts with no less uniformed personnel (as distinguished from personnel assigned to the Bureau of Criminal Investigation, Juvenile Bureau, Narcotics Bureau, Police Academy, Record Room, Prosecuting Officers and Night Detectives) than as hereinafter set forth:

7:40 A.M. to 4:20 P.M. Tours of Duty: 48 Patrolmen, Monday through Friday; 36 Patrolmen, Saturday and Sunday; 1 Captain or Lieutenant and 2 Sergeants daily.

4:00 P.M. to 12:20 A.M. Tours of Duty: 36 Patrolmen daily, together with 1 Captain or Lieutenant and 3 Sergeants daily.

12:00 Midnight to 8:00 A.M. Tours of Duty: 24 Patrolmen daily, together with 1 Lieutenant and 2 Sergeants daily. (Ord. No. 832, Feb. 11, 1974)

**SECTION 11.106. VACATION.** (a) Each permanent member of the Police Department shall be allowed an annual vacation without loss of pay, in accordance with G.L., c. 41, sec. 111D.

(b) Vacations shall be taken at such time within the year as may be determined by the Commissioner, but each member must have served six months previous to the vacation period before he shall be allowed a vacation. Days off falling within the vacation period shall not be considered a part thereof. (Ord. No. 151, Dec. 22, 1947, as amended)

**SECTION 11.107. RULES AND REGULATIONS.** The Commissioner may make such rules and regulations governing the discipline of the department as the City Manager may approve. (G.O. 1943, c. 25, sec. 7)

**SECTION 11.108. VACANCIES.** Any vacancy occurring in the department shall be filled by the City Manager pending a permanent appointment in accordance with G.L., c. 41, sec. 61A. (G.O. 1943 c. 25, sec. 8)

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**SECTION 11.109. PROMOTIONS.** Promotions in the department shall be made only in accordance with G.L., c. 31, sec. 20. (G.C. 1943, c. 25, sec. 10)

**SECTION 11.110. FEES RECEIVED BY MEMBERS.** All fees, penalties, witness fees, moneys or compensation received by any member of the Police Department, other than the salary fixed by ordinance, for any services rendered in his official capacity, except moneys or compensation received by him for special services, and except witness fees for testimony in courts without the limits of the City, shall be paid weekly into the City Treasury by the officer receiving the same. (G.O. 1943, c. 5, sec. 11)

**SECTION 11.111. FEES FOR CERTAIN PERMITS AND OTHER DOCUMENTS.** The Chief of Police shall receive the following fees: (a) For the issuance of permits for performance of work or labor on Sunday: Two (\$2.00) Dollars.

(b) For the issuance in duplicate of letters of police record for application for passports or other purposes: Two (\$2.00) Dollars. (Ord. No. 105, Feb. 10, 1947)

## ARTICLE II. PENSIONS

**SECTION 11.201. REGULATION ACCORDING TO GENERAL LAW.** The pensions of the Police Department shall be regulated in accordance with the provisions of G.L., c. 32, sec. 83, et seq. (G.O. 1943, c. 25, sec. 15)

