POLICY:
The Cedar Rapids Police Department (CRPD) provides uninterrupted twenty-four hours a day, seven days a week police services to the community through the use of various, overlapping patrol shifts. [41.1.1a]

PROCEDURE:
Patrol Roll Call [41.1.2]
Prior to the beginning of each patrol shift, the shift commander will conduct a briefing covering the following:
- Officer and vehicle assignments
- Specialized vehicle and equipment assignments
- Intelligence and Roll Call book briefing
- Updates from previous shifts
- The relaying of additional pertinent information to include:
  - Significant ongoing special events
  - Anticipated crowds or traffic issues
  - Severe inclement weather
  - Visiting dignitaries

During roll call, Patrol Officers will be in full uniform and have their equipment readily accessible in order to be available for calls as soon as released from roll call.

Patrol Shift Staffing
The Patrol Division Captain, with the approval of the Chief of Police, will be responsible for determining the number of officers assigned to a shift. Shifts and the annual shift bid will be based on seniority and are defined in the Labor Agreement between the City of Cedar Rapids and the Cedar Rapids Police Bargaining Union. [41.1.1b,c]

Beat Assignments
Shift commanders are responsible for ensuring appropriate beat coverage during their shift. Shift commanders will make these assignments in a manner, which will achieve the best utilization of officer resources. Any beat rotation will be at the discretion of the shift commander and requirements for proper coverage. The following criteria should be taken into account when making these assignments: [41.1.1d,e]
- Experience
- Officer preference
- Performance
Staffing Requirements
Minimum staffing requirements may vary with each shift and are the responsibility of the shift commander. Officers should be available for immediate assignment at the beginning of each tour of duty. If an emergency call of a serious nature occurs that would necessitate follow-up by the first officer on the scene; a shift commander may assign the officer to remain working until the necessary follow-up is completed. Non-emergency calls may be held for assignment to the oncoming shift. The administration of hold-over assignments shall be the responsibility of the person in charge of the shift.

Days Off
Patrol officers’ regular days off are determined by the shift and days off they are able to successfully bid onto. [41.1.1f]