

Cobb County Police Department

Policy 6.10

RESERVE POLICE OFFICER (RPO) PROGRAM

Effective Date: January 23, 2022	Issued By: Interim Chief O.S. Hamilton
Rescinds: Policy 6.10 (February 5, 2020)	Page 1 of 5
The words “he, his, him,” which may appear in this policy, are used generically for clarity and ease of reading. These terms are not meant to imply gender and relate to all employees of the Department.	

The purpose of this policy is to establish guidelines for the Department regarding Reserve Police Officers.

I. POLICY

Unless noted otherwise, it is the policy of this Department that Reserve Police Officers (RPO's) will be treated the same as full-time officers regarding selection, training, and equipment. The purpose of the RPO program is to supplement the full-time police force as directed by the Chief of Police.

II. PROGRAM ESTABLISHMENT

- A.** The Chief shall designate an RPO Coordinator which shall be a sworn officer of supervisory rank. The RPO Coordinator shall be responsible for the administration of the RPO Program in accordance with this policy. This does not create a new position; rather, the duties of RPO Coordinator may be fulfilled by an existing supervisor as an additional administrative duty.
- B.** The Chief of Police shall prescribe the powers and duties of RPO's and they shall be subject to removal by him or the Director of Public Safety at any time, with or without cause. RPO's are not subject to the Civil Service System of Cobb County.
- C.** The Deputy Chief of Support and Administration, or his designee, will determine RPO assignments based on the needs of the Department.
- D.** RPO's are not entitled to benefits (except Workers Compensation).
- E.** Normally, volunteer RPO's are not paid for their time while working for the Department or attending training. Part-time RPO's are generally paid for their time while working or attending Department training, at a rate established by the Department.
- F.** Prior to assuming their duties, RPO's shall meet all requirements set forth by Georgia law, the Georgia Peace Officer Standards and Training Council (P.O.S.T.), and Department policy.

- G.** All Cobb County and Department policies, procedures, and code of conduct shall apply to RPO's while on duty (performing the service requirements), working secondary employment, and off duty. Violations of said policies, procedures, and codes of conduct may result in dismissal from the RPO program or other such discipline as may be appropriate.

III. SELECTION OF RPO's

- A.** The selection criteria for a RPO relating to knowledge, skills, and abilities shall be the same as that for a full-time officer.
- B.** To be eligible for a position as an RPO, the person must have been a former Cobb County Police Officer who has resigned or retired in good standing and with at least ten (10) years of service as a Cobb County Police Officer. It is preferred that the RPO application date be within one year of the retirement/resignation date. If the RPO application is received after one year of the retirement/resignation, the Training Unit shall determine what training and other requirements must be satisfied in order for the RPO to meet the requirements of P.O.S.T.
- C.** The Internal Affairs Unit shall determine the appropriate background investigation based upon the length of time the RPO applicant has been separated from the Department, and based on any other relevant factors.
- D.** No person will be accepted to the RPO program that has a conflict of interest with this Department.

IV. TRAINING

- A.** If an RPO applicant's P.O.S.T. certification has lapsed, then he must attend all training necessary to become re-certified, and any other training required by the Department.
- B.** Reserve officers shall receive in-service training equivalent to that for full-time officers.
- C.** Reserve officers shall be trained in use of force policy(s) and tested for weapons proficiency with the same frequency as full-time sworn officers in accordance with Policy 3.07 "Department Weapons".
- D.** Completion of the required in-service training will count toward the RPO's obligations under this policy. Any additional training that occurs by the request of the RPO shall not count toward volunteer service hours.

V. LIABILITY AND WORKERS COMPENSATION PROTECTION

- A.** It is the intent of this Department to consider RPO's as peace officers and government officials, when they are acting in such capacity. Therefore, when legally appropriate, they should receive the same qualified and official immunity from torts as full-time officers.
- B.** RPO's are considered "employees" of Cobb County, as defined in O.C.G.A. § 34-9-1(2), when they are acting in an official capacity on behalf of Cobb County. As such, Worker's Compensation benefits will be provided to any RPO when they are acting in an official capacity on behalf of Cobb County.

VI. UNIFORMS AND EQUIPMENT

- A.** The Department shall provide uniforms and equipment to all RPO's. The number of uniforms and other issued equipment provided to an RPO will be established by the Chief of Police based upon the resources of the Department and the number of service hours provided to the County.

 - 1. Uniforms and equipment for RPO's shall be the same as those for full-time (POII) officers.
 - 2. RPO's shall wear an insignia designated by the Chief of Police to signify their status as a Reserve Officer.
 - 3. RPO's may wear the rank insignia for the rank at which they retired. However, the RPO does not have supervisory authority, regardless of rank insignia.
- B.** Reserve members are required to keep their uniforms clean and in good repair. They will wear their uniforms in a manner directed Policy 2.08 "Uniform Dress Standards".

 - 1. RPO's will appear in Class A uniform only while on-duty, traveling to and from work assignments, or while performing law enforcement Secondary Employment. However, when a more rugged uniform is required, such as while transporting vehicles for service, the Class B uniform shall be authorized.
 - 2. Body armor shall be worn at all times in accordance with Policy 2.08.
 - 3. RPO's will not pose in uniform for advertising, publicity, or to represent the Department or other organization unless authorized by the Chief of Police.
- C.** All RPO's are accountable for their equipment and are to exercise care in the use and maintenance of all uniforms and equipment, whether issued by the Department or personally purchased.

1. An on-duty supervisor is to be notified immediately in the event that equipment is lost, damaged, or stolen. A report on the loss or damage will be forwarded to the RPO Coordinator.
2. Reserve members are required to return all issued equipment and any other Department-owned items upon exit from the Reserve Officer Program.

VII. DUTIES AND RESPONSIBILITIES

- A.** RPO's serve as a supplement to the full-time police force to enhance law enforcement service to the citizens of Cobb County.
- B.** RPO's shall be considered under the Chain of Command of the Support and Administration Deputy Chief. They will receive their assignments by the RPO Coordinator appointed by said Deputy Chief.
- C.** All RPO's shall be considered the rank of a patrol officer, regardless of rank insignia worn, and shall answer to the supervisor to whom they are assigned while performing their service requirement.
- D.** Required service hours for RPO's are as follows:
 1. Volunteer (non-paid) RPO's are required to provide a minimum of 16 hours per month or 192 hours per year to the Department.
 2. Generally, part-time (paid) RPO's are required to work a minimum of 16 hours per week or 832 hours per year, excluding approved leave. Part-time RPO's may not exceed 29 hours in a Sunday-Saturday week.
 3. Service hours shall be calculated based on the fiscal year (October 1 through September 30). Required service hours must be completed by September 30. The service hour requirement does not become effective for a newly retired or hired RPO until the fiscal year following his retirement.
 4. The RPO Coordinator has the discretion to make adjustments to the required service hours based on medical issues that would require restricted duty or sick leave if the RPO were full-time employee, or an absence needed for what would be considered annual leave if the RPO were a full-time employee. Documentation may be required for medical related adjustments to required service hours.
- E.** The duties of RPO's shall include, but not be limited to, the following:
 1. Traffic and security support at special events that occur within the County;
 2. Security support at police facilities, as well as County buildings or properties;

3. Support for various investigative units of the Department, as deemed appropriate by the investigative unit's chain of command and approved by the Chief of Police;
 4. Support the Training Unit as a guest instructor on topics in which the RPO may be a subject matter expert; and
 5. Support of administrative activities of the Department, such as PDO, transport of vehicles for service, or any other administrative activity based on the needs of the Department.
- F.** RPO's may utilize any equipment that they are qualified or certified to use. They shall remain in proximate contact, by radio or otherwise, with the supervisor to whom they are assigned.
- G.** RPO's are required to work, as part of their service hours, a minimum of two special events per year. Actual hours worked will be recorded and will count as required service hours. A special event is any event that requires on-duty traffic management/law enforcement resources. However, working special events as secondary employment does not count toward required service hours. The RPO Coordinator has the discretion to make adjustments to the required service hours during special circumstances.

VIII. SECONDARY EMPLOYMENT

All employment outside of this Department falls under the definition of "Secondary Employment" as stated in Policy 2.02 "Secondary Employment." Therefore, all employment must be approved by this Department.

- A.** RPO's are authorized to work law enforcement related secondary employment in accordance with Policy 2.02, which shall apply in its entirety.
- B.** RPO's are authorized to use Department vehicles in accordance with Policy 2.02, only when a vehicle is required for the secondary employment. Vehicles may not be used solely for transportation to and from secondary employment that does not otherwise require a vehicle.
- C.** Secondary employment hours will not count towards volunteer or part-time hours.

IX. PERFORMANCE EVALUATIONS

Performance evaluations of RPO's will be completed in accordance with the requirements for full-time police officers.