

# UW Whitewater Police



## Operational Readiness

Number:  
17.5.2

No. Pages:  
1

Special Instructions:  
CALEA 17.5.2

Approved By:  
Chief Kiederlen

Effective Date:  
5/12/23

Revised Date:  
New

Revision number:

### I. Purpose

To provide guidelines for the storage, maintenance and operational readiness of agency owned property/equipment.

### II. Definitions

**Operational Readiness:** The capability of equipment to perform the mission or function for which it was designed. This includes, but is not limited to: care and cleaning, preventive maintenance, repair, workability, and responsiveness.

### III. Policy

It is the policy of the UW-Whitewater Police Department (UWWPD) that all agency property will be stored in a state of operational readiness.

### IV. Procedure

- A. Department personnel are responsible for all items that have been issued to them and for maintaining these items in a state of operational readiness.
- B. To ensure that agency-owned equipment is in proper working order, ongoing inspections shall be conducted. These inspections shall be conducted at random and in conjunction with regularly scheduled line and staff inspections.
- C. Employees shall report missing and/or defective equipment to their respective supervisor. Employees shall also request replacement equipment from their direct supervisor. Such equipment shall be repaired or replaced as soon as practical.
- D. Supervisors are required to report, in writing, to their direct supervisor whenever any Department property or equipment is lost, stolen, or destroyed or becomes inoperable.
  1. An official police report shall be filed in the department's records management system by an employee to document the loss of any department owned weapon or badge.
  2. Uniform replacement is excluded from this requirement.