

## **AP 7600 Campus Safety Officer**

### **Reference:**

**Education Code Sections 72330.5, et seq.;**  
**Government Code Sections 3300, et seq.**

### 1.0 Campus Safety Departments

- 1.1 The objectives of the District's campus safety departments are to promote a safe and secure environment for the District's students, employees and visitors, to provide for the protection of District property against theft and vandalism, and to increase awareness through appropriate crime prevention programs.
- 1.2 The District's campus safety departments will employ community oriented security principles, problem solving techniques and other appropriate methods that fit within and contribute to the educational philosophy and processes of the District. The District's safety officers are responsible for providing the safest possible environment within the scope of their authority, training, job duties and abilities.

### 2.0 Campus Safety Officers

#### 2.1 General Authority and Role of Safety Officers

- 2.1.1 The District's safety officers are non-sworn and unarmed. Their primary role, within the limits of the law and the authority granted by the Board, is to protect the persons and property of the District, primarily through prevention, observation and reporting. Other authorized functions may include monitoring safety standards established by the District, issuing parking citations on District premises pursuant to Section 21113(a) of the California Vehicle Code, enforcing District rules and regulations, monitoring facility access control, and providing assistance with special events.
- 2.1.2 The District's safety officers are not peace officers and are not empowered with police authority to enforce laws. No District safety officer shall impersonate a police officer or use a title, wear a uniform or badge, use an insignia or identification, or make any statement with the intent to give an impression that the safety officer is a peace officer.

#### 2.2 Authority to Question Persons

District safety officers may question and request identification of persons on District property when probable cause to do so exists with respect to suspicious circumstances involving persons, accidents, assaults or complaints.

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### 2.3 Authority to Make Arrests

2.3.1 District safety officers are authorized to effect a citizen's arrest on District property pursuant to Section 837 of the California Penal Code, within the limits of established District procedure:

2.3.1.1 District safety officers are authorized to make a citizen's arrest where a public offense has been committed or attempted in the officer's presence on District property and detention of the suspect is reasonably necessary to defend or regain District or personal property or to defend the officer or another from bodily harm.

2.3.1.2 District safety officers are authorized to make a citizen's arrest where a felony has been in fact committed on District property, although not in the officer's presence, and the officer has reasonable cause for believing the person arrested to have committed it.

2.3.2 District safety officers are authorized, pursuant to Section 490.5 of the California Penal Code, to detain a person for a reasonable time for the purpose of conducting an investigation in a reasonable manner where there is probable cause to believe the person detained is attempting to unlawfully take or has unlawfully taken merchandise from a bookstore or other retail facility on District property, or where there is probable cause to believe that a person is attempting to unlawfully remove or has unlawfully removed books or library materials from the premises of a library facility on District property.

2.3.3 District safety officers are authorized to use reasonable and necessary force, within the limitations prescribed in section 2.4 of these procedures, to make a citizen's arrest or to detain a person for purposes of conducting an investigation as provided in section 2.3.2 above.

### 2.4 Authorized Use of Force

2.4.1 District safety officers are authorized to use the amount of force reasonable and necessary, within the limits of established District procedure, to accomplish the lawful and authorized security objectives of the District.

2.4.2 Where control of a situation cannot be accomplished through advice, warnings and persuasion, District safety officers shall use only the amount of force reasonable and necessary, given the facts and circumstances known at the time of the event, to accomplish the lawful and authorized security objectives of the District.

2.4.3 District safety officers are authorized to use low to intermediate levels of force, defined as follows:

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- 2.4.3.1 Low force is calculated to gain compliant behavior with no expectation of injury and includes the physical presence of the officer, verbal commands, request for additional personnel, gesturing and physical contact involving a firm grip.
  - 2.4.3.2 Intermediate force is calculated to control or overcome resistance with no expectation of great bodily injury or death, but with some possibility of injury and includes physical control tactics such as holding, pulling, pushing, the application of handcuffs, and the use of pepper spray.
  - 2.4.4 The highest level of force approved is the use of a District issued pepper spray or similar products authorized by the District. Pepper spray will not be used at any time except as a defensive measure when there is an immediate threat of personal injury to the officer or another person.
  - 2.4.5 District safety officers are authorized to use reasonable and necessary force, within the limitations prescribed above, to make a citizen's arrest, to defend or regain District or personal property, or to defend the officer or another from bodily harm.
- 2.5 Authorization to Conduct Searches
- 2.5.1 Except as provided in section 2.5.2 below, District safety officers are not authorized to conduct searches of persons, property or vehicles.
  - 2.5.2 District safety officers are authorized to conduct, pursuant to Section 490.5 of the California Penal Code, a limited and reasonable search where there is probable cause to believe that a person is attempting to unlawfully take or has unlawfully taken merchandise from a bookstore or other retail facility on District property, or where there is probable cause to believe that a person is attempting to unlawfully remove or has unlawfully removed books or library materials from the premises of a library facility on District property. Only packages, shopping bags, handbags or other property in the immediate possession of the person detained, but not including any clothing worn by the person, may be searched.
- 2.6 Authorization to Engage in Pursuits
- 2.6.1 Except as provided in 2.6.2 below, the primary responsibility of District safety officers is to observe and report information where a fleeing suspect is observed leaving the scene. Safety officers should make observations while following at a safe distance.
  - 2.6.2 Safety officers are authorized to engage in foot or bicycle pursuits on District property to regain District or personal property. All pursuit shall end if the suspect exits District property. Safety officers shall not engage in foot or

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bicycle pursuits that may cause injury to themselves, innocent bystanders, or the suspect.

2.6.3 Vehicle pursuits, including automobiles, motorized cycles, or motorized cars and utility vehicles, are expressly prohibited.

### **2.7 Authorization Regarding Traffic and Parking Violations**

2.7.1 Safety officers have the responsibility to observe and report moving traffic violations on District property, but are not authorized to make traffic stops. Violators will be identified via license plate and/or parking permit and will be referred to the appropriate campus administrator via memorandum or incident report.

2.7.2 District safety officers may be authorized to issue parking citations on District premises for violations of parking regulations established by the District.

### **3.0 Equipment**

3.1 Only District issued and approved equipment shall be carried or used by safety officers while on duty. This includes uniform wear, both mandatory and optional. Safety officers may be authorized to carry and use handcuffs and pepper spray or similar products authorized by the District, subject to satisfactory completion of appropriate training and certification in the use of such equipment as specified by the District and state law. Equipment issued to safety officers shall not be removed from District property without authorization.

3.2 Safety officers are expressly prohibited from carrying or using any deadly weapon on District property or in the performance of their duties. Deadly weapons include, but are not limited to, firearms, knives, batons, any razor with an unguarded blade, any pipe or bar used or intended to be used as a club, and those items listed in Section 12020(a)(1) of the California Penal Code. Flashlights are provided for illumination only and shall not be used as a weapon.

### **4.0 Patrolling**

4.1 District safety officers will employ community oriented security strategies, which shall include the use of foot, bicycle and vehicle patrols. Safety officers will not patrol or respond to calls outside designated District property patrol boundaries.

4.2 The provisions of the state traffic laws and municipal traffic ordinances applicable to the drivers of vehicles upon the highways shall apply to the operation of all vehicles operated by safety officers in the performance of their duties.

5.0 Personal Bearing: It is essential that safety personnel be sensitive to the higher education environment. Safety officers shall at all times be courteous and civil to the public and to one

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another. Safety officers shall not use unnecessary harsh, profane or vulgar language when dealing with members of the public or fellow employees in an official capacity.

### 6.0 Training and Adherence to Policies and Procedures

6.1 District safety officers shall, as a condition of employment, satisfactorily complete and maintain appropriate annual training and certification as specified by the District and state law.

6.2 Adherence to District policies and procedures governing the conduct of safety officers is considered a condition of employment. Any violation of, deviation from, or abuse of these policies, procedures or regulations may result in disciplinary action, including termination.

7.0 Standard Operational Procedures: Campus safety departments shall establish written standard operational procedures consistent with these procedures, which shall be approved by the Chancellor.

8.0 Change in Procedures: Any change in approved procedures must be authorized by the Chancellor.

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