



# Policy Revision Request

Requestor Name Kenneth Murphy Emp # 4126

This revision applies to Existing Policy

If new, recommended section \_\_\_\_\_

This revision is necessary to comply with Best Practices

Whom does this revision affect? Department

This revision has an unbudgeted financial impact of \$ 0

### Brief reason for the revision:

Currently, APD patrol responds to warrant service assistance requests from other agencies and AFD Arson Investigators. Due to threat assessment differences between agencies, APD patrol sergeants shall speak with an officer from the other agency to conduct a threat assessment and determine the appropriate response.

Refer to - 319.7.1 Operations Bulletin Warrant Service Assistance Requests

**Document the changes or additions to the policy below. Please include the specific policy number. ~~Red strikethroughs~~ are used for deletions and blue underlined for text insertions. Please email completed forms to [APDPolicy@austintexas.gov](mailto:APDPolicy@austintexas.gov). Use this email for any related questions or issues for policy.**

## 319 Arrests

### 319.2 WARRANT ARREST GUIDELINES

#### 319.2.1 WARRANT SERVICE GUIDELINES

Officers attempting to conduct a warrant service shall adhere to the following guidelines:

- (a) Before attempting any warrant service ~~is attempted~~ at a private residence or place of employment (as listed in the PICKUP supplement), officers shall:
  1. Review the incident report in its entirety to determine if and when a previous warrant service has been attempted.
    - (a) Officers shall not normally return to a location to serve a warrant where an attempt has been previously made unless additional information has been developed suggesting the offender has returned.
  2. Verify the warrant status by contacting the Central Records/Warrant Unit or Teletype, ~~either~~ directly or through Communications.
  3. Supervisors shall be notified, and a "Threat Assessment Form PD0011" (~~APD Form 11~~) shall be completed prior to any warrant service, ~~where a forced entry is planned or anticipated.~~

## 319.7 ASSISTING OTHER AGENCIES

### 319.7.1 ASSISTING WITH OTHER AGENCIES WARRANT SERVICE

(a) When another agency requests a warrant service assistance, dispatch shall notify a sector patrol supervisor of the location of the pending call.

1. The supervisor shall contact an officer from the requesting agency to conduct a threat assessment, form PD0011, before a patrol response.
2. The supervisor shall make notes in the call on how to proceed, including if the warrant is valid.
3. This process does not include requests for emergency assistance or officers in need of assistance.

~~(a)~~(b) Officers encountering or dispatched to assist out of city law enforcement agency personnel or bail/bond apprehension agents with a warrant service shall contact a supervisor and consult with them prior to any warrant service attempts.

~~(b)~~(c) If granted permission to assist in the warrant service, officers shall follow all warrant service guidelines outlined in this order, including:

1. Contacting the ~~Fugitive Apprehension Unit~~ Central Records/Warrant Unit during business hours and/or Communications to verify warrant status. Confirmation from the originating agency that the warrant is valid must be obtained prior to taking official action.
2. Checking involvement on the address for prior warrant service attempts. Officers shall not return to a location to serve a warrant where an attempt has been previously made, unless additional information has been developed suggesting the offender has/will return.