2.02 Forcible Entry in Emergency Situations
A. Sworn personnel responding to an emergency situation requiring immediate action may make a warrantless entry and search if there is a reasonable belief that the action is necessary to preserve life, prevent serious injury, or to provide immediate aid to involved person(s). Once the actual emergency is alleviated and the danger associated with it has been relieved, the authority to search without a warrant terminates.
B. Personnel making a forced entry shall immediately notify the immediate supervisor for an investigation and chain of command review.
C. Personnel should refer to the forced entry section of the Arrest, Search, and Seizure Manual for further information.

2.07 Use of Tobacco
A. Division personnel shall not:
   1. Smoke or permit smoking in any Division facility or building or in any City vehicle.
   2. Take cigarette or tobacco breaks.
   3. Use tobacco products while in formation, while participating in a ceremony, or while engaged in official duties with the public.

2.08 Handling Labor-Management Disputes
A. Division personnel shall respect the rights of all parties involved in labor-management disputes and shall not align with either side.
B. When appropriate, Division personnel shall take enforcement action for violations involving violence, personal injury, property damage, or physical obstruction of individuals entering or exiting the premises. Officers should proceed cautiously and refrain from enforcing trespassing offenses against nonviolent individuals.
C. Division personnel shall not take enforcement action for the sole benefit of either management or labor. If one side demands enforcement of nonviolent offenses, they should be advised to either contact private legal counsel to obtain an injunction expressly ordering such enforcement or the City Prosecutor’s Office to file criminal charges. The zone commander shall be apprised of all significant labor-management disputes.
2.11 Use of Discretion
A. Except when prohibited by law, Division policy, or a lawful order by a superior, Division personnel shall have limited discretion in the performance of their duties.
B. When practical, sworn personnel shall avoid direct enforcement action in situations in which they have a personal interest.
C. The Division of Police recognizes the need for limited use of discretion by its personnel. While the Division has written policies and procedures to promote a consistent and systematic approach to many situations, it is not possible to anticipate every type of situation personnel will encounter. When in doubt, personnel should consult with the immediate supervisor or, if unavailable, another sworn Division supervisor for guidance. If a sworn supervisor is not available, or if time and circumstances require immediate action, sworn personnel shall use their own discretion based upon the Mission and Values Statements, Official Oath, and Law Enforcement Code of Ethics to make a good faith effort to handle the situation appropriately.
D. Division personnel shall be able to justify any discretionary actions. Alleged improper use of discretion shall be reviewed by the involved personnel’s chain of command. Lack of justification may result in disciplinary action.

2.13 Administration of Grants
A. The Business Administration Section shall monitor all grants, endowments, and funding from outside the budget process of the Division of Police. Guidelines for the administration of this funding can be obtained from the Business Administration Section and shall be followed without exception.
B. All grant applications shall be submitted to the Administrative Subdivision Deputy Chief for approval.

2.14 Electronic and Wireless Equipment
Division personnel shall not possess or use any unauthorized radios, televisions, personal computers, CB’s, or other audio or video device while on duty or working special duty unless approved by a Division supervisor and such approvals are subject to review by the chain of command. This does not apply to electronic equipment used for official duties or when approved by the chain of command.