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Special Order SO15-001

December 2, 2015

TO: Lancaster Police Department
FROM: Sam Urbanski, Acting Chief of Police
SUBJECT: Off Duty Employment Policy 4.02.1

Effective immediately, in the Off-Duty Employment Policy Section 2- Policy-D, will no longer be in effect. Reports and arrests will be the responsibility of officers who are **On-Duty** and working for the City of Lancaster. Officers working off duty will assist patrol as needed upon the request of a Supervisor.

Off-Duty Employment Policy 4.02.1, Section 3, E-General Restrictions number 1, will be modified to reflect the following: There will be a police department vehicle which may be used for off duty work within the city of Lancaster. This vehicle will be designated by the police department Fleet Manager. Officers will be notified when this vehicle will be available for use. This will be the only Lancaster Police vehicle available for off duty use.