



CRYSTAL POLICE DEPARTMENT

Department Policy Manual

TITLE: Court Standby

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POLICY

If an officer received notification of a trial, the officer will be on standby unless the trial has been cancelled or postponed by 4:30 pm the preceding day; or the officer has been notified that a court appearance is required.

STANDBY FOR CITY ATTORNEY

Standby will begin at 12:00 pm and automatically terminate at 2:00 pm if the officer does not receive further notification.

STANDBY FOR COUNTY ATTORNEY

Standby will begin at 10:00 am and automatically terminate at 12:00 pm if the officer does not receive further notification. Standby may continue for consecutive days or until an officer is released by the prosecuting county attorney. Continuance of standby for the county attorney should be verified daily by the officer on standby.

STANDBY & COURT APPEARANCES OUTSIDE HENNEPIN COUNTY

Prosecutors outside Hennepin County frequently have standby or court appearance requirements contrary to the normal practices outlined in this policy. Officers will make reasonable efforts to comply with prosecutor requests. Questions or conflicts with court appearances outside Hennepin County should be directed to a Police Lieutenant.

NOTIFICATION & AVAILABILITY WHILE ON STANDBY

If notification is received that an officer is required to appear in court, office staff will immediately attempt to contact the officer.

When notification of a required court appearance is received, the officer will be compensated for court time as described in the labor Agreement.

Officers on standby must be directly available to receive phone contact and immediately available for possible court appearances.