

Metropolitan Police Department □ Washington, D.C.



SPECIAL ORDER



Subject:

COMMUNITY WORK STATIONS

Series	Number	Distribution
96	13	A
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October 11, 1996		
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A. GENERAL INFORMATION.

Community work stations are a unique partnership between the department and the business community to make beat officers more accessible to citizens, thereby creating the personal relationships that are critical to the success of Community Empowerment Policing. The community work station is intended to encourage citizens to be on a first name basis with at least one police officer regularly patrolling their neighborhood.

Last March, the McDonald's Corporation and McDonald's owner/operators in the District of Columbia joined with Bell Atlantic D.C. to launch "Metropolitan Police Community Work Stations" in the 33 McDonald's restaurants in the District of Columbia.

On October 16, 1996, the Southland Corporation will open "Police Community Network Centers" in the eighteen 7-Eleven stores located in the District. While Southland has opened Network Centers in other cities across the country, Washington, D.C., is the first city in the nation where Centers are located in all 7-Eleven stores within the city limits.

B. COMMUNITY WORK STATION DESIGN.

The McDonald's Metropolitan Police Community Work Station is a designated table work area in each McDonald's restaurant bearing the MPD logo (scout car shield) and equipped with a telephone. A poster is displayed in the window of each McDonald's indicating that a community work station is located inside.

The 7-Eleven Police Community Network Center is either a desktop working area or free-standing podium equipped with a telephone. A sign will be displayed on or adjacent to the desk or podium bearing the community work station logo. (Two 7-Eleven Police Community Network Centers will consist only of a marked, wall-mounted telephone due to space limitations. There will be no desk or podium writing area in those stores.) A poster will also be displayed in the window of each 7-Eleven store alerting citizens that a Police Community Network Center is located inside.

C. USE OF COMMUNITY WORK STATION.

Members are encouraged to use the community work stations to interact with citizens one-on-one in a friendly, secure environment. The community work station may also be used to complete routine paperwork and assignments, or for lunch periods.

1. Neighborhood/beat patrol officers shall use a community work station for the following purposes:

- a. To complete reports and/other daily paperwork;
- b. To make duty-related telephone notifications; or
- c. To meet with citizens who live, work or visit the neighborhood/beat for the purpose of communicating or exchanging police information, or information likely to facilitate community-oriented policing neighborhood problem-solving objectives.

2. Members using the community work station for a purpose other than one listed above shall be governed by existing department and patrol district policies for conducting business checks.


3. Members shall not use a community work station when off-duty or not in uniform.

D. USE BY OTHER LAW ENFORCEMENT AGENCIES.

Although the community work stations are created primarily for and display the logo of the Metropolitan Police Department, uniformed members of the Metro Transit Police, the United States Capitol Police, the United States Park Police, and the U.S. Secret Service Uniformed Division are also encouraged to utilize the work stations.

Special Order 96-3 (McDonald's Community Work Stations), dated March 22, 1996, is hereby rescinded.

*This special order shall remain in effect until incorporated in the appropriate general order.


Larry D. Soulsby
Chief of Police