

from the head. In civilian clothes without head-dress, stand at attention.

Officers in formation will be brought to attention and only the commanding officer shall render the hand salute. If carrying batons, the formation will execute present batons and the commanding officer will render the baton salute.

OUTSIDE EMPLOYMENT

Section 24. **Outside Employment.** A member of the Police Department shall devote his whole time and attention to the service of the department. He is expressly prohibited from engaging in any other business, employment, or occupation during on or off duty hours, while on leave or furlough, unless approval has been granted by the commissioner.

Outside employment includes the rendering of any services of a business nature for pay or remuneration from any source other than from the city of Detroit for the performance of police duties.

Business activity includes participation in or affiliation with any commercialized business activity for the purpose of financial gain except solely by investments.

Section 25. **Members Desiring Outside Employment.** Members of the department who desire to engage in outside employment or business activity must obtain permission from the commissioner. An application for authorization to accept temporary outside employment or engage in business activity, D.P.D. 525, must be filled out in four copies and distributed as follows: original and first copy to commissioner, through channels; second copy to the officer's file in his departmental unit; and the third copy to be retained by the officer.

Outside employment will be limited to furloughs and leave days and up to four hours on duty days. Not more than four duty days may be worked in one calendar week. Members having outside employment must submit to their commanding officers a weekly report listing all time worked, including leave, furlough and off-duty time, and the hours worked each day.

Documentation of financial need will be supplied the commanding officer who will describe it briefly on D.P.D. 525.

Section 26. **Certain Types Prohibited.** Requests for permission to engage in outside employment or business activity will not be granted in the following cases:

- A. employment which is related to the performance of police duties, such as investigator, guard, or watchman;
- B. employment where the duties are incom-

patible with the performance of police duties;

- C. employment or business which is undignified or which would tend to lower the prestige of the officer or the department;
- D. when the hours during which the officer would be engaged in such outside employment or business activity would impair his performance of police duties; and
- E. when the employment or business activity is of such nature or is so located that the officer would not be available for call to emergency police duty.

Although the general requirements outlined in these rules are not applicable to suspended officers during the period of their suspension, such officers are expressly prohibited from engaging in any employment or business activity which would be incompatible with their status in the department or inconsistent with their return to duty as police officers.

Section 27. **Termination of Outside Employment.** All authorized outside employment or business activity must not interfere with police requirements, and authorization may be terminated at any time. Members who have received authorization for outside employment or business activity shall notify the department in writing when the employment or activity has ceased. A member who has received previous authorization shall not change his type of employment, his employer or his business activity without approval of the commissioner. Approval granted under these rules shall be on a temporary basis for a period not to exceed ninety days. However, upon application of the officer concerned, an extension may be granted for an additional ninety day period in cases of extreme need. A request for extension shall be processed in the same manner as the original application.

FIREARMS

Section 28. **Use of Firearms in Police Action.** Revolvers are issued to ensure that each officer has the best means of protecting himself from death or serious bodily harm while performing the duties of a law enforcement officer.

There can be no question concerning its use for these purposes. What the officer may do for his own protection or defense he is authorized and required to do for a fellow officer, a citizen, or a prisoner.

Firing the revolver to prevent the escape of persons known to have committed the crime of murder, rape, robbery, burglary and arson is justified when, in the sound discretion of the officer, it appears to be the only means of pre-

venting the felon's escape. However, under such circumstances just as the law recognizes degrees of severity in crimes by providing a minimum and maximum sentence for a particular crime, the officer about to fire his revolver should carefully plan this action and recognize its severity and possible consequences particularly in those cases where the crime committed did not result in personal injury.

Firing the revolver cannot be justified when used as a warning device, nor can it be justified when used for apprehending persons suspected of committing a crime or persons fleeing from the scene of crimes other than murder, rape, robbery, burglary, arson or the like.

When, in his opinion, firing of the revolver is justified, the officer shall bear in mind that a misdirected or ricocheting projectile could cause injury to an innocent person.

Section 29. Record of Department Firearms. The make, model, caliber and department number of all firearms issued to members as well as the name of the officer to whom issued shall be recorded in the Accounting Office on D.P.D.164-A and on the personnel data card, D.P.D. 139, in each unit.

Section 30. Availability of Revolver. When on or off duty and away from their respective homes, members shall carry their regularly assigned or department approved revolvers. Failure to do so shall be deemed prima facie evidence of neglect of duty. A department approved revolver is one which has been inspected and approved by the department and its serial number recorded in the firearms file of the Record Bureau.

All officers assigned duties inside precinct stations or other department buildings shall keep their revolvers, when not worn, immediately available but out of view and reach of the public. The officer in charge and other officers assigned to desk duty in precinct stations shall keep their revolvers in the desk holster provided so they can be reached instantly.

No member shall enter any cell block wearing sidearms. Doormen and officers detailed to assist doormen in station houses shall be unarmed when searching prisoners.

When on duty policewomen shall carry their assigned or department approved revolvers in the leather handbags issued by the department.

While on duty and in uniform all privately owned, department approved firearms must be carried in an approved type holster identical, except for size, to those issued by the department.

Section 31. Purchase and Sale of Pistol. Any member of the department desiring to purchase or

sell a pistol shall complete D.P.D. 616, request to purchase or sell a firearm, in duplicate and present the request to the precinct or bureau commander for approval. If purchasing a pistol, the approved request shall be presented to the Record Bureau where the member will obtain a license to purchase the pistol which shall be registered. This rule also applies to any officer possessing a Federal Firearms Permit. The original copy of the approved request shall be forwarded to the Personnel Office and filed in the officer's personnel file. The first copy shall be retained by the member's commanding officer in the officer's precinct or bureau file.

If the request is for the sale of a pistol, the member shall present the request, D.P.D. 616, to the Record Bureau for verification. The request shall be forwarded to the Personnel Office to be filed as a permanent record in the member's personnel file. The first copy shall be filed by the member's commanding officer for record keeping purposes. A member may sell a pistol only to a person who has obtained a license to purchase it.

Upon retirement, a member may purchase his service revolver by making application to the second deputy commissioner giving the following information: name, badge number, rank and assignment, date of retirement, and description of gun including D.P.D. number, factory serial number, make and model.

The second deputy commissioner will notify officers of the approval or denial of such requests. Upon notification that the request has been approved, the officer shall secure a permit to purchase from the Record Bureau and shall present this permit to the Accounting Office where he will be sold his service revolver at the prevailing market price.

Section 32. Exchange of Defective Firearms. Firearms which become defective shall be inspected in the firearms repair shop at headquarters. Firearms repairmen are prepared to make minor adjustments before an exchange is made at the Accounting Office. When a firearm is exchanged at the Accounting Office, a record shall be made on D.P.D. 365. The member whose firearm has been exchanged shall notify his commanding officer who shall correct unit records accordingly.

Section 33. Loading and Unloading. The revolver carried by members while on active duty or in public shall be loaded with a cartridge in each of the six chambers. Such cartridges shall be factory loaded and of standard ~~or high velocity type.~~

When carried for service use, shotguns shall be kept loaded at all times with four shells in the magazine. Shells shall not be placed in the chamber until it becomes necessary to use the gun. Shotguns shall be loaded and unloaded outside the building with the muzzle pointed in a safe direction. They shall be unloaded while in storage.

Firearms owned by a citizen which come into