



**Santa Cruz Consolidated
Emergency Communications Center**

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Santa Cruz, California 95065
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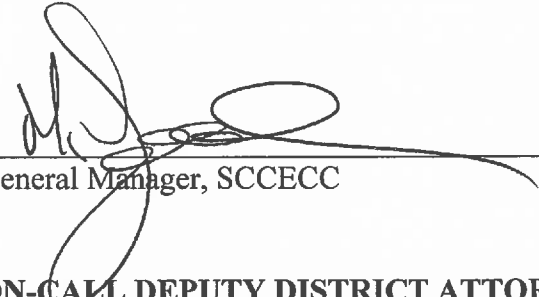
Michael J. McDougall
General Manager

9-1-1 FIRE
POLICE
MEDICAL

**COMMUNICATIONS OPERATIONS
LAW ENFORCEMENT POLICY/PROCEDURE**

Policy No.: 4605.80
Date Issued: November 19, 2001
Date Revised: November 26, 2001

APPROVED:



General Manager, SCCECC

SUBJECT: ON-CALL DEPUTY DISTRICT ATTORNEY

1.0 Purpose

- 1.1 To provide a consistent and reliable method of contacting the on-call Deputy District Attorney.
- 1.2 To identify exceptions to the on-call procedure.

2.0 Procedure

- 2.1 The District Attorney's (DA's) Office will provide an on-call rotation.
 - 2.1.1 The DA's Office on-call will be one individual.
 - 2.1.2 Upon receipt, the DA's Office on-call rotation will be immediately forwarded to the on-duty Lead Dispatcher for immediate entry into the CAD RR File.
- 2.2 All requests for the on-call Deputy District Attorney (DDA) will be filled by following the DA's Office on-call rotation.
 - 2.2.1 Requests to contact a specific, individual DDA will not be honored. Dispatchers will contact the on-call DDA, only.

2.3 The first attempt to contact the on-call DDA will be made via CAD interfaced pager.

2.3.1 To page the on-call DDA, dispatchers will use the TN.DA ON CALL command with an appropriate text message, i.e., "Phone NetCom at 471-1180".

2.3.2 In accordance with established practice, the dispatcher paging the on-call DDA will create a NetCom Incident and place any information that needs to be provided to the on-call DDA in the incident.

2.3.3 Any dispatcher receiving the call from the on-call DDA will relay the page information contained in the NetCom incident and close the incident.

2.3.4 If not closed, the NetCom incident created for the on-call DDA page will time out in ten (10) minutes. The dispatcher paging the on-call DDA will then attempt to contact him/her at his/her home phone number.

3.0 Exception

3.1 The only exception to this procedure is that the District Attorney will be notified of all officer involved shootings, as well as the on-call DDA.