



MILWAUKEE POLICE DEPARTMENT

STANDARD OPERATING INSTRUCTION

PUBLIC SAFETY CADET PROGRAM

ISSUED: October 4, 2024

EFFECTIVE: October 4, 2024

REVIEWED/APPROVED BY:
Assistant Chief Steven Johnson
DATE: August 22, 2024

ACTION: Amends SOI (October 25, 2021)

WILEAG STANDARD(S): 2.8.1

ROLL CALL VERSION

Contains only changes to current policy.
For complete version of SOI, see SharePoint.

II. DEFINITIONS (WILEAG 2.8.1)

~~B. PUBLIC SAFETY CADET COMMANDING OFFICER~~

~~The commanding officer of the Office of Community Outreach and Education.~~

~~BG. PUBLIC SAFETY CADET COORDINATOR~~

A sworn member designated by the ~~public safety cadet commanding officer~~ Office of Community Relations, Engagement, and Recruitment Director to handle the administrative and day-to-day operational duties of the Public Safety Cadet Program.

~~CD. PUBLIC SAFETY CADET ADVISOR~~

III. APPLICATION AND REGISTRATION PROCESS (WILEAG 2.8.1)

- B. The ~~public safety cadet commanding officer~~ Office of Community Relations, Engagement, and Recruitment Director will give final approval for any member of the Public Safety Cadet Program.

V. CHAIN OF COMMAND

- A. Public safety cadet members shall be governed and controlled by the chain of command as prescribed for the department. When on duty, in the absence of a police supervisor, the member shall be guided by orders and instructions given by the public safety cadet coordinator or advisor.

VI. TRAINING (WILEAG 2.8.1)

~~Members of the Public Safety Cadet Program are required to attend monthly meetings where they shall receive training conducted by their public safety cadet advisor. In addition, Public safety cadets also receive monthly~~ bi-weekly training related to their duties that will be facilitated by the public safety cadet program coordinator and advisors.
(WILEAG 2.8.1.4)

VII. DUTY ASSIGNMENTS (WILEAG 2.8.1)

- A. Members of the Public Safety Cadet Program will be assigned to a **tasks at a** police district by the public safety cadet ~~commanding officer~~ **coordinator** under the direction of the public safety cadet advisor.
- ~~C. A public safety cadet member requesting a transfer to another police district shall submit the request on a *Department Memorandum* (form PM-9E). It shall include the reason for the request, as well as the district requested and at least two alternative districts. The transfer request shall be processed through the public safety cadet coordinator and the district commander, who shall evaluate the request and make a recommendation. All reports shall then be forwarded to the public safety cadet commanding officer for a final decision.~~

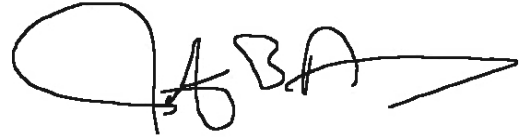
IX. EQUIPMENT (WILEAG 2.8.1)

- A. All public safety cadets shall be in proper uniform while on duty, unless otherwise directed by the Chief of Police, ~~public safety cadet commanding officer~~ **Office of Community Relations, Engagement, and Recruitment Director** or designee. No mixture of civilian clothing with the uniform shall be permitted either on or off duty.
- D. Public safety cadet members shall be issued the following equipment:
- ~~1. Blue nylon winter overcoat;~~ **MPD squad book bag;**
 - ~~4. Traffic vest;~~
- J. In the event that any public safety cadet's equipment is unaccounted for, they shall immediately notify the public safety cadet ~~commanding officer~~ **coordinator**, who will follow departmental procedures regarding lost or stolen department property. If the public safety cadet ~~commanding officer~~ **coordinator** is not available, the public safety cadet shall as soon as practicable notify the shift commander or a supervisor in the district where the loss occurred. The shift commander/supervisor shall ensure that the district commander and the ~~public safety cadet commanding officer~~ **Office of Community Relations, Engagement, and Recruitment Director** are made aware of the incident (please refer to SOP 340).
- K. When lost or stolen department property is recovered by a public safety cadet, he or she shall as soon as practicable notify the shift commander or a supervisor in the district where the loss occurred and report the circumstances surrounding the recovery. The shift commander shall determine what, if any, additional investigative follow-up should occur. The shift commander/supervisor shall ensure that the district commanding officer and the ~~public safety cadet commanding officer~~ **Office of Community Relations, Engagement, and Recruitment Director** are made aware of the incident.

XII. GENERAL RULES (WILEAG 2.8.1)

- B. Public Safety Cadets shall report their correct residence address and other personal information as may be required to the ~~public safety cadet commanding officer~~ **Office of**

Community Relations, Engagement, and Recruitment Director and shall report any change of address and/or telephone number within 24-hours of making such change. ~~The commander of the district to which they are assigned shall receive a full roster of all public safety cadets.~~

A handwritten signature in black ink, appearing to read 'J.B.N.' followed by a long horizontal stroke.

JEFFREY B. NORMAN
CHIEF OF POLICE

JBN:mfk