## Syracuse Police Department

Supplemental Manual

## Personal Communication Devices / Telephone Use

## 702.1 TELECOMMUNICATIONS - CELLULAR PHONES / SMARTPHONES

Agency Content

Department issued Cellular phones/Smartphones are issued to Sworn Officers whose duty assignment requires them to be readily available to receive messages at all times, while on duty.

Cellular Phones/Smart Phones that are assigned to police personnel will be worn at all times when on duty.

(a) Officers will respond as soon as possible when called, emailed, or otherwise contacted on their Department issued Cellular phone/Smartphone.

All approved cellular phones will be maintained by the Technology and Program Management Division.

(a) The Technology and Program Management Division will maintain a list of all Department issued cellular phones and will periodically check and update the list to ensure that every return, issuance, or upgrade to a Smartphone has been properly documented.

All approved Smartphones will be maintained by the Technology and Program Management Division.