

To: Chief Bradley

From: Lt. Teems

Re: Ofc. D.B. Boswell

Date: April 1, 2014

After following up on the complaints that were received on Ofc. Damon Brick Boswell the following is what information I have obtained and my recommendation.

On November 11, 2013 Boswell issued a citation to Carolyn Rider for too fast for conditions, Not sure of the date but on or about January 9, 2014 the father of Defendant, Allen Rider which is also a wrecker driver for one of our list wreckers (Stricklands Towing) came to the Police Department and asked Boswell if he would reduce the citation to a warning, Boswell asked Allen if he did mechanic work and he stated he did, Boswell then asked how much it would cost to replace the brakes on his wifes' Chevrolet Trailblazer and Allen told him approximately four hundred dollars for parts and labor, Boswell told him that's about how much the ticket would be and told him if he would put brakes on the Trailblazer he would reduce the citation to a warning. Allen said he walked inside with Boswell where the citation was pulled and Boswell told Court Clerk Banks he was reducing the citation to a warning and she stamped warning on the citation. The form requesting the reduction on the citation was dated for January 13, 2014. Allen said a few days later he met with Boswell and they went to a friends shop, Performance in Motion on Morningside Drive where he replaced the brakes on the Trailblazer and no money was exchanged.

A few weeks ago Allen was speaking to Ofc. Knight and asked if he had written a friend a citation for no registration and told him it was on day shift, Ofc. Knight stated he did not and stated it must have been Ofc. Boswell and Allen told him he did not want to ask Boswell about it because last time he had to change the brakes on his wife's Trailblazer. Allen stated he did speak to Ofc. Boswell about the incident a few days later and he told him the Offender to come to court and talk to him and he would see what he could do.

A different incident which occurred on March 7, 2014, Ofc. Boswell issued a citation to Ryan Mathis at 0940 for too fast for conditions, Ofc. Rogers went by the Vision Center in Walmart to see his Cousin after lunch on the same day and Ryan which is employed there and knew Rogers was an Officer with Emerson and Ryan told him he got a ticket in Emerson earlier that day and showed Rogers the citation. Rogers said he would talk to Boswell and see if he would help him out. Rogers called Boswell and asked him if he could help Ryan out, Boswell asked Rogers where did Ryan work and he told him the Vision Center in Walmart and Boswell told Rogers if he would get his wife some contacts he would reduce it to a warning, Rogers told Boswell he didn't think he could do that and he wasn't going to get involved in that and Boswell said "yes he can if he wants the citation reduced to a warning" and Rogers told Boswell just

to not worry about it and Boswell told Rogers to text him Ryan's number and he would call him so Rogers text him the number when they got off the phone.

Approximately 15 minutes after Rogers left Walmart Boswell called Ryan and asked him to get his wife some contacts and he would reduce the citation to a warning. Ryan agreed to getting some contacts and Boswell gave him the prescription strength which Ryan thought was either negative 3.50 or 4.50. Ryan told Boswell he gets off work at 5:30 and was going to Anytime Fitness and Boswell agreed to meet him there. Ryan stated Boswell was in uniform and in a patrol unit when he met him and he gave him 1 box of contact which contained 6 contacts and 6 loose contacts of Acuvue Oasys which would be a cash value of approximately \$62.96. As of March 28, 2014 the citation has not yet been reduced.

03/14/14 Ofc. Barnes came to me and said he had a previous conversation with Ofc. Boswell about him writing a ticket to a friend of Ofc. Rogers by the name of Ryan Mathis. Boswell found out that Ryan worked at the Vision Center and had called Ryan and told him if he would get his wife some contacts he would reduce the citation to a warning, Ofc. Barnes stated Ofc. Boswell showed him several pair of contacts that he had in the front seat of his patrol car and made the comment to Ofc. Barnes " You young guys need to understand that law enforcement was all about how you scratch someones back and they will scratch yours"

There is another possible similar incident that pertained to getting some dental work done in exchange for a warning however I cannot obtain any further information on this incident to follow up on at this time.

Officer Boswell has not only has violated several Sate Laws but has engaged in unprofessional and unethical behavior and violated his oath of office and he has given other less experienced Officers the false impression that this is how Law Enforcement and our Department functions.

It is my recommendation that Officer Damon Boswell employment with the City of Emerson Police Department be terminated immediately and the records sent to P.O.S.T. indicating as such to prevent another Department from having to deal with the same unprofessional and unethical issues with Officer Boswell. Criminal code sections have been attached which I believe would be the appropriate charges if you wished to pursue criminal charges.

Sincerely,  
*W.K. Teems*

Lt. W.K. Teems

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**Subject: Statement**

**From: arogers@emersonpolice.com**

**Date: Mon, Mar 17, 2014 8:05 am**

**To: kteems@emersonpolice.com**

On 3/12/2014 I Adam Rogers spoke to my friend Ryan Mathis at the Walmart eye care center which is his place of employment. Ryan stated he received a citation for speeding in Emerson from Officer Boswell. Based on my friendship with Ryan, I advised him that I would give Officer Boswell a call to see if he would be willing to reduce the citation to a warning. After leaving Walmart I gave Boswell a call and asked for the favor, After advising Boswell where Ryan worked, he stated for me to tell Ryan if he provided Boswell contacts for his wife then he would drop the citation to a warning. I then advised Boswell that Ryan couldn't do that and Boswell stated yes he can if he wants the citation reduced to a warning. I then told Boswell not to worry about it, at which point he asked me for Ryan's phone number. After ending the call with Boswell I texted him Ryan's number. No further.

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I Allen Brian Rider Came into Emerson P.D. on Jan 9 An Talked too vicky an Asked her who the office was that wrote my Daughter a ticket She Said That it was officer Brick an that he was in the parking Lot, so I went to talk to Brick an ask him IF He could Reduce the ticket an He took a Lot at the ticket an said that He would Reduce the ticket to a warning an in The same convesion ask me if I Do Mech work on Car's an I said yes He said his wife TrailBlaze needed Brakes on Front an how much would It Cost an I told him 400.00 or so an he said That about what The ticket would Cost an I agreed an Then we Both Came In The office an Vicky Staped the ticket as a warning per Brick an Then on a later Date I spoke with Adam Knight an ask Adam IF he wrote a ticket For no reg on Veh an He Said no But It was prable Brick so ether the next Day or the Day after that I spoke to Brick in the parking Lot of SouthCentral middle School about the ticket an Said to have to man to come to Court an talk with him an he would see what He could Do an then I asked him what was the Best Thing to Do about The hole Situation Sounding the ticket an he told me what to Do so every thing would Be leagle

Thanks

Allen B Rider

1371278

EMERSON POLICE DEPARTMENT  
UNIFORM TRAFFIC CITATION, SUMMONS AND ACCUSATION

Court Case Number GA0080600 No 1800178  
NCIC Number Citation Number  
Agency Case Number 134075  
Upon Month 11 (Day) 15 (Year) 2013 at 12:08  AM  PM

Operator License No 057583711  
License Class or Type C State GA Endorsements NONE Expires 8/24/2018  
Name RUFER CAROLYN DEEANN  
(First) (Middle)

Address 324 TRICKUM HILLS WAY  
City WADSWORTH State GA Zip Code 30188

DOB 8/24/1985 Hair BRN Hgt 501 Wgt 150 Sex F Eyes BRO

Veh Yr 2001 Make FORD Style TAURUS Color GREY

Registration No DL17F49 Yr 2014 State GA

CDL?  YES  NO  YES  NO  YES  NO  YES  NO  
FATALITIES?  YES  NO

2-LANE RD  DRIVER REQ. ACCURACY CHECK  VASCAR  LASER  RADAR  
Within the State of Georgia, did commit the following offense:  PATROL VEHICLE  OTHER  
SPEEDING - Checked by: (Serial # G2S30686 Calibration/Check 11/15) at 73 MPH in a 55 zone

DUI (Test Admin.  BLOOD  BREATH  URINE  OTHER) Results \_\_\_\_\_

TEST ADMINISTERED BY (If Applicable) \_\_\_\_\_  SCHOOL ZONE

OFFENSE (Other than above) TOO FAST FOR CONDITIONS  
In Violation of Code Section 40-6-180 of  State Law  Local Ordinance

REMARKS BR-1 GDCS 19K838107885 (NO) DBS SA/IL FIA

WEATHER (A) (B) TRAFFIC  
 Clear  Concrete  Light  
 Drizzle  Dry  Medium  
 Cloudy  Rain  Heavy  
 Rainy  Fog  
 Other  Other

LIGHTING COMMERCIAL VEHICLE REGISTRATION  
 Daylight  16+ Passengers  
 Darkness  Commercial Vehicle  
 Other  Hazardous Material  Citation (A) (B)

County BARTOW and EMERSON  
on GA 3 at or near GA 3 mile post SC 311N within EMERSON  
at/on (secondary location) \_\_\_\_\_

OFFICER (Print) BOSWELL, DB Badge # 207 DR. PATROL  
You are hereby ordered to appear in Court to answer this charge on the 09 day of JANUARY  
2014 at 09:00  AM  PM in the CITY Court  
at 700 HIGHWAY 293

EMERSON Georgia  
This citation shall constitute official notice to you that failure to appear in Court on the date and time stated on this citation to dispose of the cited charges against you shall cause the designated Court to forward your driver's license number to the Department of Driver Services, and your driver's license shall be suspended. (Georgia Code 17-6-11 and 40-5-56) The suspension shall remain in effect until such time as there is a satisfactory disposition in this matter or the Court notifies the Department of Driver Services.

LICENSE DISPLAYED IN LIEU OF BAIL  YES  NO  
RELEASED TO COPY

SIGNATURE ACKNOWLEDGES SERVICE OF THIS SUMMONS AND RECEIPT OF COPY OF SAME  
SIGNATURE \_\_\_\_\_

ARRESTING OFFICERS CERTIFICATION  
The undersigned has used reasonable grounds to believe, and does believe, that the person named herein has committed the offense set forth, contrary to law.

SIGNATURE \_\_\_\_\_ Badge # 207  
Signature of Arresting Officer

AUTHORIZED AND APPROVED PURSUANT TO  
CODE 40-13-1 - D.P.S. REG. 570.19

COURT COPY



DATE \_\_\_\_\_ COURT ACTION AN \_\_\_\_\_

The vehicle contact has been examined and it is hereby granted to file the complaint

Complaint filed \_\_\_\_\_

**EMERSON POLICE DEPARTMENT**

700 HWY 293 • P. O. BOX 300 • EMERSON, GA. 30137

PHONE: 770/386-6696 OR 770/386-6717

FAX: 770/386-6697

Come now Damon Boswell, a duly certified peace  
(Officer's Name)

Officer, shows that Citation number 1800178 (s) was issued

to Carolyn Deeann Rider and Fast For Conditions  
(Defendant's Name) (Offense)

now is being changed into a Warning or Void citation because:  
(Circle one)

Reduced For a Friend

  
Officer's Signature

1-13-14  
Date

  
Chief's Signature

1-13-14  
Date

Chief of Police  
Stan Bradley

[Print](#) | [Close Window](#)

**Subject:** statement

**From:** cbarnes@emersonpolice.com

**Date:** Mon, Mar 17, 2014 10:21 am

**To:** "LT." <kteems@emersonpolice.com>

On Wednesday March 12, 2014 at shift change, I Ofc. Barnes met Ofc. Boswell at his car to discuss what had happened that day. I asked Ofc. Boswell what happened during his shift today and if he had anything to pass along. He stated that he had wrote a few tickets during his shift and that was about it. He then told me how he had just went to Walmart and got his wife Tara some new contacts. He stated that he got the hook up because Ofc. Rogers had contacted him earlier stating that he had given his friend that worked at the vision center at Walmart a citation. Ofc. Boswell then stated that he had told Ofc. Rogers that if he wanted the citation reduced he would have to give him contacts. I then asked Ofc. Boswell did he drive a green jeep because I know which guy that was. He then replied he did not remember because he had issued him the citation last week. Ofc. Boswell then opened up plastic bag that was sitting in his passenger seat that contained several boxes of contacts and showed them to me. Ofc. Boswell then told me that us young guys (I believe he was referring to myself and Ofc. Rogers) need to understand that law enforcement was all about how you scratch someones back and they will scratch yours. I was then in shock and told Ofc. Boswell I needed to get to work and he then stated that he hopes I have a good night and stay safe. He left the parking lot.

Nothing further.

Officer C.H. BARNES  
Emerson Police Department  
700 Highway 293  
P.O. Box 300  
Emerson, Ga. 30137  
770-386-6696 Office  
770-386-6697 Fax  
<http://www.emersonpolice.com>

#### CONFIDENTIALITY NOTICE

This message is from the Emerson Police Department and may contain information that may be privileged, confidential and protected from disclosure under applicable law. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this message is strictly prohibited. If you have received this message in error, please notify us immediately at 770-386-6696 ext. 106 and delete this message.

Thank you.



VOLUNTARY STATEMENT

NAME: Ryan Mathis

PHONE: 770 617 7412

ADDRESS: 210 Cass White Rd. NW

DATE: 3/19/14

TIME: 4:45 pm.

**Notice of Liabilities:**

This statement is an official document. Any false, fictitious, misleading or fraudulent statements are subject to punishment under Georgia Law, O.C.G.A 16-10-20.

If you understand this warning, initial here: RM

Directions: Write out exactly what happened, being as detailed as possible. Please print clearly.

Adam Rogers had stopped by Wal-Mart + I mentioned to him that I had gotten a ticket earlier that day. He asked for the ticket to look at it + then I gave him my cell phone number. He then said he would see what he could do. Officer Boswell then called me about 15 minutes later + asked if I could exchange some contacts for his wife for a warning instead. He said he could meet me at Anytime Fitness once I got off of work at 5:30. I was going there after work. Officer Boswell pulled up in a patrol car shortly after I got there + I gave him the contacts. He said thank you + that he would reduce my citation to a warning once he returned to the station. He left directly after that.

Page \_\_\_\_\_ of \_\_\_\_\_

Sign: (x) Ryan Mathis



Administration

CITY OF EMERSON POLICE DEPARTMENT  
STANDARD OPERATING PROCEDURES

0401.1

**SUBJECT: LAW ENFORCEMENT CODE OF ETHICS**

**INDEX AS: CODE OF ETHICS**

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**EFFECTIVE DATE: 12/1/2005**

**REVISED DATE:**

All sworn personnel are required to abide by the following code of ethics:

As a sworn law enforcement officer, my fundamental duty is to serve mankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional Rights of all men to liberty, equality and justice.

I will keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life. I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession--- "Law Enforcement".

**Administration**

**CITY OF EMERSON POLICE DEPARTMENT  
STANDARD OPERATING PROCEDURES**

**0401.7**

**SUBJECT: OATH OF OFFICE**

**INDEX AS: OATH OF OFFICE**

**EFFECTIVE DATE: 12/01/2005**

**REVISED DATE:**

**I. PURPOSE**

To establish a written directive and uniform oath of office for sworn personnel employed by the Emerson Police Department.

**I. PROCEDURE**

The Chief of Police of the City of Emerson will administer the oath of office orally.

The oath of office shall be in print form with spaces provided for the signatures of the sworn officer and the Chief and the date the oath is administered. All officers shall read the oath of office prior to the oath being administered.

Original copies of completed oaths of office shall be maintained in each officer's personnel file within the department.

All personnel must take and subsequently abide by the oath of office prior to assuming sworn status.

Violation by an officer of this department of their oath of office shall be grounds for disciplinary action up to and including termination.

**EMERSON POLICE DEPARTMENT  
OATH OF OFFICE**

I, \_\_\_\_\_, do solemnly swear/affirm that I will support and defend the Constitution of the United States and the Constitution of the State of Georgia.

I do further swear that I am not the holder of any unaccounted for public money due this state or any political subdivision or authority thereof.

I do further swear that I do not hold any office of trust under the government of the United States, any other state, or any foreign state that I am prohibited from holding.

I do further swear that I am otherwise qualified to hold said office according to the Constitution and laws of Georgia.

I do further swear that, as a Emerson Police Officer, I recognize my fundamental duty is to serve mankind; to safeguard lives and property and to respect the constitutional rights of all men to liberty, equality, and justice.

I will keep my private life unsullied as an example to all and will be exemplary in obeying the laws of the land and the regulations of the Emerson Police Department.

I will never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to this oath of office. So help me God

Employee Signature

Date

Chief Signature

Date

Subscribed and sworn to before me:

This \_\_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_\_

Notary Public, Bartow County, Georgia

My commission expires \_\_\_\_\_

Administration

CITY OF EMERSON POLICE DEPARTMENT  
STANDARD OPERATING PROCEDURES

0401.15

**SUBJECT: CODE OF CONDUCT**

**INDEX AS: CODE OF CONDUCT; DISCIPLINARY PROCEDURES**

**EFFECTIVE DATE: 12/01/2005**

**REVISED DATE:**

**I. PURPOSE**

All members and employees of the Emerson Police department are part of a team working together with a primary objective of serving the community. Members and employees who fail to follow the necessary rules and regulations governing conduct not only penalize themselves, but are established to provide a non-punitive disciplinary system consistent with positive departmental philosophies and current management practices; enact positive guidelines which empower the individual, requiring him/her to responsible for their actions or inactions and which tend to promote a positive and productive work atmosphere; create an environment wherein the employee is recognized as a valuable resource and retention of the employee through positive behavior modification is a priority.

**I. SCOPE**

This code of conduct shall apply to all police department personnel, sworn and non-sworn, acting in an official or an unofficial capacity.

**I. POLICY**

All employees are expected to perform their assigned duties at or above satisfactory levels: to comply with prescribed standards of workplace behavior and appearance; to obey all Federal and State laws; and to treat others fairly and with respect. In all Department and City affairs, employees shall conduct themselves in accordance with the highest standards of integrity and ethical practices. Any employee violating his/her oath of office and trust by committing an offense punishable under the laws or statutes of the United States, the State of Georgia, local ordinances or any member who violates any provision of the Department's standards, city policy or disobeys any lawful order or is incompetent in the performance of their duties is subject to appropriate disciplinary action.

When appropriate, supervisors should use the positive discipline process as opposed to punitive discipline. In the positive discipline process, punitive measures such as

reprimands and disciplinary suspensions are replaced by non-punishing steps, which avoid embarrassment and resentment and are more consistent with treating employees as responsible adults. These non-punitive steps remain active for a specified, limited period of time giving employees a strong incentive to improve.

1. All employees shall be held responsible for the proper performance of their duties. Each person should maintain a level of appearance so to inspire confidence and respect for the position of public trust they hold.

2. Employees shall deal with the public with courtesy, dignity, and respect, without regard to status, sex, color, race, national origin, age or disability. It is the duty of each employee to promote good public relations by giving assistance when it is requested, by the impartial administration of the law, and by presenting a professional and competent image to others.

3. Employees shall treat as confidential the official communications and business of the Police Department.

4. It is expected that each employee shall be truthful in all matters and will not make any false statement or intentionally misrepresent facts under any circumstances.

5. Employees are to be punctual in their attendance to all requirements of duty, to include court appointments, meetings, work schedules, and other circumstances where time is specified.

6. Employees should not allow personal feelings, animosities, or friendships to influence official conduct. Laws must be enforced appropriately and fairly.

7. A peace officer acts as an official representative of government and is required and entrusted to work within the law. An officer's authority and duties are conferred by statute. Each officer will use discretion by following the principle of reasonableness, based upon a careful evaluation of the facts and circumstances of a matter, in determining whether any legal action shall be taken.

8. Each officer is required to render assistance by taking appropriate law enforcement action when aiding another peace officer exposed to danger or in a situation where danger might be pending.

9. Employees are expected to cooperate with all legally authorized agencies and their representatives in the pursuit of their official duties. It is imperative that employees assist colleagues fully and completely, with respect and considerations at all times.

10. Since it is not possible to specify every instance of misconduct or unacceptable behavior, a rule of reason as to what is normally considered right vs. wrong will be applicable in cases where a particular violation or standard is not specifically described in this directive or in other agency directives.

## I. EMPLOYEE RULES OF CONDUCT

1. CONFORMANCE TO LAWS: Employees shall obey all laws of the United States, the State of Georgia, Municipalities, and the ordinances of the City of Emerson and will abide by the specific requirements established for peace officers in the Official Code of Georgia Annotated (OCGA) 35-8-7.1

2. UNBECOMING CONDUCT: Employees shall conduct themselves at all times, both on and off duty, in such a manner as to reflect most favorably on the agency. Conduct unbecoming shall include that which tends to discredit or cause the public to lose confidence in the agency or the City of Emerson Government; which is prejudicial to good order; OR that otherwise tends to impair the operation, efficiency, and/or morale of the agency. Examples of unbecoming conduct are, but are not limited to, the following: participating in vice activities; engaging in off-duty employment for persons engaged in unlawful activities, who provide adult entertainment such as "strip-clubs" or topless bars, who allow gambling unless otherwise authorized by State law, or who otherwise engage in conduct that may involve a conflict of interest with the agency.

3. SEEKING OR ACCEPTING GIFTS, GRATUITIES, BRIBES OR REWARDS: It is improper for any employee to solicit any gift, or accept any gift \*\* from any person, business, or organization for the benefit of the employee or the agency, if the gift is given for the purpose to influence action of an official nature or seeks to affect the performance or non-performance of an official duty.

\*\*NOTE: For the purpose of this rule, the word "gift" shall include money, tangible or intangible, personal property, loan, promise, service, or entertainment.

4. IDENTIFICATION: Officers shall carry their badge and credentials on their persons at all times while on duty, except when impractical or dangerous to their safety or to an investigation. While acting in an official capacity, employees shall furnish name and badge number to any person requesting that information, except when withholding such information is necessary for the performance of their official duties or is authorized by proper authority.

5. RECEIPT OF ALLEGATION, INQUIRY:

Employees shall courteously and promptly accept or refer any allegation, inquiry, or commendation made by a citizen concerning the agency or any of its employees. Employees shall never, through threats or coercion, attempt to dissuade any citizen from lodging a complaint against, or from bringing favorable information about, any employee or the agency.

6. COURTESY: Employees shall be courteous and professional in their association with members of the public and other members. Employees shall be tactful in the performance of their duties, shall control their tempers, and exercise the utmost patience and discretion. In the performance of their duties, employees shall not use profane, vulgar, defamatory, or insolent language, drawings, depictions, or gestures toward another individual except during critical incidents to deescalate a situation NOR express or display any prejudice concerning race, color, gender, religion, national origin, or disability.

7. REPORTING FOR DUTY: Employees shall report for duty at the time and place required by assignment or orders (unless timely notification is provided to the immediate supervisor) and shall be physically and mentally fit to perform their duties. Employees shall be properly equipped and aware of information required for the proper performance of their duties.

8. REPORTING FOR COURT: Officers shall report for court at the time and place required by assignment or judicial subpoenas and shall be physically and mentally fit to participate in the proceedings as required by proper authority. They shall be properly attired, groomed and aware of information required for the proper performance of their duties.

9. DERELICTION OF DUTY:

a. Employees, while on duty, shall at all times remain alert and in a sufficient state of readiness to quickly respond to any situation requiring official action.

b. Employees shall not leave their work assignments except when authorized by their supervisor

c. Employees are expected to take appropriate action necessitated by the situation, by agency directives, or that is otherwise required by duty. When in doubt as to the action that is required, employees are expected to exercise common sense and to contact a supervisor for appropriate direction.

10. INCOMPETENCE: Employees shall maintain sufficient competency to properly perform their duties and assume the responsibilities of their position. Incompetence may be demonstrated by, but not limited to, the

following:

- a. Repetitious or consistent lack of knowledge associated with their duties;
- b. An unwillingness or inability to perform assigned tasks;
- c. A failure to conform to work standards established for the employee's rank, grade, or position;
- d. A failure to take appropriate action on the occasion of a request for assistance, crime disorder, or other condition deserving attention;
- e. Repeated unacceptable performance evaluations;
- f. A record of repeated infractions of established procedures; OR
- g. A failure to satisfactorily complete established Georgia POST and/or agency training requirements.

11. OPERATION OF VEHICLES: Employees are expected to operate official vehicles in a careful and prudent manner and shall obey the laws of the State of Georgia. Employees shall set the proper example to others. The loss or suspension of a civilian driving license shall be reported to the employee's supervisor immediately.

12. USE OF AGENCY EQUIPMENT & FACILITIES: Employees shall use agency equipment only for its intended purpose and shall not intentionally, knowingly, or carelessly abuse, damage, or lose through negligence any item of equipment for which an employee is responsible OR damage, deface, or otherwise abuse the facilities and property of the agency.

13. DISSEMINATION OF INFORMATION: Employees shall disseminate information only to those for whom it is intended. Official records and reports shall be used only in the performance of an employee's duty. Employees shall not divulge the identity of persons giving confidential information except as required by official duties or authorized by proper authority.

14. INTERVENTION: Employees shall not interfere with cases being handled by other members of the agency, or by any other agency unless the intervening supervisor or employee reasonably believes that an injustice, administrative error, or abuse of authority would result from a failure to act.



15. **PROCESSING PROPERTY OR EVIDENCE:** Property or evidence which is discovered, gathered, or received in conjunction with agency responsibilities shall be processed in accordance with established procedures. Employees shall not convert to their own use, manufacture, conceal, falsify, destroy, remove, tamper with, or withhold any property or evidence found in connection with an investigation or other law enforcement action, except in accordance with established property and evidence disposition procedures

16. **HONESTY:** Employees shall not willfully, intentionally, or knowingly depart from the truth or in any way be deceptive or provide misrepresentations, falsification, or material omissions in giving testimony, providing information (orally or in writing), or reporting in connection with any official duties. This includes the submission of fictitious or inaccurate reports or the falsification or misrepresentation of any facts or circumstance in official agency records. Upon the order of a superior, employees shall truthfully answer all questions specifically directed and narrowly related to the scope of employment and operations of the agency.

17. **AGENCY REPORTS:** Employees shall submit all necessary reports accurately, timely and in accordance with established procedures.

18. **STRIKE:** Employees shall not engage in any strike. "Strike" includes the concerted failure to report for duty, willful absence from one's position, or the abstinence in whole or part from the full, faithful and proper performance of the duties of employment for the purposes of inducing, influencing or coercing a change in conditions, compensation, rights, privileges, or obligations of employment. Such action also includes, but is not limited, the instigation of, participation in, or leadership of a strike, sit-down, sympathy strike, walk -out, or any other interference with, stoppage, or restriction of work.

19. **TREATMENT OF PERSONS IN CUSTODY:** Employees shall not mistreat nor allow any other person to mistreat persons who are in their legal custody. Persons in custody shall be handled in accordance with the law and the procedures established.

a. Employees shall not fraternize with or engage the personal services of any person in custody; shall not become socially or emotionally involved with prisoner; shall not borrow money or any type of property; or shall not lend money or any property, to any person in custody.

b. Employees shall not engage in any form of physical coercion, intimidate an individual from rendering an otherwise free and

voluntary statement, or violate, when legally required, a suspect's right to silence and right to counsel during a custodial interrogation.

20. USE OF FORCE: Employees shall use only the force that is reasonably necessary under the circumstances to achieve lawful agency objectives. The use of physical force shall be restricted to that amount of force which is reasonable and necessary to effect a lawful arrest, overcome resistance, capture a person who has escaped from custody, or in procedures established in the Use of Force Policy.

21. USE OF ILLEGAL DRUGS OR ABUSE OF LEGAL DRUGS & INTOXICANTS: Employees shall not:

- a. Use any illegal drug ;
- b. Possess any illegal drug while on or off duty, except when authorized by proper authority for the performance of legitimate law enforcement activities;
- c. Attempt to perform their duties following the use of any legal drug or prescription medication that may cause impairment or otherwise interfere with the safe operation of agency vehicles or equipment;
- d. Use intoxicants while on duty;
- e. Appear for duty, or be on duty, while influenced by intoxicants;  
OR
- f. Drive any city/agency vehicle while his/her blood alcohol level is above .00%;

22. LAWFUL ORDER: Employees shall obey all lawful orders issued by a superior, including any order relayed from a superior by an employee of the same or lesser rank. Employees who are given an otherwise proper order which is in conflict with a previous order, regulation, or directive shall respectfully inform the individual issuing the order of conflict. If the person issuing the order does not alter or retract the conflicting order, the last order shall stand and be followed. Under such circumstances, the responsibility shall be upon the superior who issued the order and the employee shall not be held responsible for disobedience of the order previously issued. No employee shall obey any order which they

reasonably believe to be illegal. If in doubt as to the legality of the order, the employee shall request that the issuing superior clarify the order or confer with higher authority.

23. ABUSE OF POSITON: Employees shall not:

- a. Lend their badge or agency identification to another person or permit them to be photographed or reproduced without the approval of the Chief of Police;
- b. Permit or authorize the use of their official title or position in connection with testimonials or advertisements of any commodity or commercial enterprise; OR
- c. Use their official position, agency identification, or badge for soliciting personal or financial gain or for avoiding the consequences of an illegal act.

24. ENDORSEMENTS AND REFERRALS: Employees shall not recommend or suggest in any manner, except in the transaction of personal business, the use or procurement of a particular product, professional service, or commercial service (such as attorney, ambulance service, towing service, bonding company, alarm company, mortician etc) In all cases, when such service is necessary and the person needing the service is unable or unwilling to procure it or requests assistance, employees shall proceed in accordance with established procedures.

25. IMMEDIATE SUPERVISOR'S FAILURE TO TAKE ACTION: Supervisors regardless of rank or position are prohibited from:

- a. Failing to supervise assigned employees in the compliance with agency rules, orders, directives, and policies;
- b. Not initiating complaint procedures or notifying superiors when required or when appropriate; OR
- c. Failing to take other appropriate action necessitated by the situation, by agency directives, or that is otherwise required by duty.

26. REPORT OF ARRESTS: Employees who are arrested or likely to be arrested, regardless of jurisdiction or offense, shall immediately report this information to their immediate supervisor, or , in his/her absence, the next highest ranking official in the chain of command who is available.

27. PERSONAL APPEARANCE: Employees shall report for duty well

groomed and in the prescribed uniform or attire, that is neat, serviceable, and in accordance with the standards established.

**28. VIOLATION OF ESTABLISHED POLICY AND/OR**

**PROCEDURES:** Employees are responsible for being knowledgeable of and obeying to the best of their ability, all established policies and procedures as promulgated in official agency directives.

a. Employees who encounter written instructions that appear to be unclear or in conflict with another written directive, shall respectfully inform their superior of the problem. If the supervisor cannot clarify the issue or resolve the conflict, or is not available to do so, the employee shall follow the instructions in the directive that is most recently issued.

b. Should an employee encounter written instructions within the same directive that appear to be unclear or in conflict, she/he shall inform their superior of the problem. If the supervisor cannot clarify the issue or resolve the conflict, or is not available to do so, employees shall use their best judgment in complying with the instructions.

c. Following compliance, the employee shall make all reasonable attempts to inform the appropriate supervisor of the conflict in written instructions or of any instructions that are unclear, so that necessary corrective action may be taken.

**29. PROHIBITED ASSOCIATION:** Except as required in the performance of their duties, employees are prohibited from frequenting places that may compromise the agency's image.. In addition, employees will avoid associations with:

a. **Subversive Governments:** No employee shall knowingly become a member of, or be connected to, any subversive government as defined by the U.S. Department of Justice, except when necessary in the performance of duty and then only under the direction of the Chief or his designee

b. **Subversive Organizations:** No employee shall knowingly become a member of, or be connected to, any subversive organizations as defined by Georgia law (OCGA 16-11-6) except when necessary in the performance of duty and then only under the direction of the Chief or his designee;

c. Any organization, association, or group whose constitution or by laws in any matter exacts allegiance which would prevent a full performance of their law enforcement or other assigned duties OR

any organization with a history of violent activity, which is antithetical to enforcement or which has become known to the public and created an understandably adverse public reaction that seriously and dangerously threatens to interfere with the agency performing effectively its public duties.

30. PUBLIC CRITICISM: Complaints regarding agency operations or employees should be resolved by using the employee's chain of command, by following the agency's established grievance handling procedures, by complying with the appeal process, OR by reporting a matter of concern for official inquiry as prescribed in the Internal Investigation Policy. Under no circumstances shall an employee of the agency publicly protected information OR by using defamatory, vulgar, obscene, libelous, slanderous, or otherwise unlawful or untruthful speech. Nor shall employees engage in criticism that is not considered in the public's interest OR that tends to impair the operation of the agency by reducing organizational efficiency and discipline; by undermining the authority of supervisors; by threatening the harmonious working relationships between employees; or by otherwise disrupting the agency's normal operational routine.

31. RESIDENCE TELEPHONE AND ADDRESS: The Administrative Services Division shall maintain a listing of each employee's address and telephone number. It is the responsibility of each employee to provide a method of telephonic contact by which she/he may be notified at their residence and to notify their immediate supervisor AND the Administrative Services Division during the first scheduled duty day following any changes in address, home telephone number, or method of telephonic contact.

32. INTERNAL INVESTIGATIONS: Employees are to cooperate with all internal investigations in accordance with the provisions outlines in the Internal Investigations Policy.

33. PAYMENT OF JUST DEBTS: Employees shall not undertake any financial obligations which they know they will be unable to meet. Employees shall pay their just debts, to include any court judgments, commercial bills, and payments owed to individuals, when due, unless appropriate civil action has been initiated. However, an isolated instance of financial irresponsibility will not be grounds for disciplinary action, except in unusually severe cases. Repeated instances of financial difficulty may be cause for appropriate remedial action. Filing for a voluntary bankruptcy petition shall not, by itself, be cause for discipline, provided that a good faith effort to settle all accounts is being undertaken.

34. POLITICAL INVOLVEMENT: Employees shall not, during normally scheduled work periods and/or while in uniform, solicit contributions

for partisan candidates, political parties, or other partisan political purposes; take part in any political parties' partisan political campaign; address or take part in partisan political rallies or meeting; solicit votes or assist voters at the polls or help in a partisan effort to get voters to the polls; participate in the distribution of partisan campaign literature; initiate or circulate nominating petitions; or ride in caravans for any political party or partisan political candidate.

Nor shall any employee coerce or attempt to coerce or command directly or indirectly any other agency employee to pay, lend, or contribute any part of his/her salary or to provide any sum or money or anything else of value to any party, committee, organization, agency, or person for political purposes (OCGA 45-11-10)

No employee shall be prohibited from participating voluntarily, while off-duty and not in uniform, in legally conducted political activities of any candidate or political party.

#### 35. SOLICITATIONS FOR CHARITIES OR FOR DONATIONS:

Employees are prohibited from soliciting funds for any purpose from the public or from other employees during normally scheduled duty periods, except for such charitable causes or donations that have been pre-approved by the Chief. No funds shall be solicited from the public while in uniform unless pre-approval is obtained from the Chief.

### I. PROCEDURES

#### The Positive Discipline System.

Positive Discipline is a system, which enhances employee performance and stimulates individual accountability. It fosters self-discipline through recognition of exemplary performance and by correcting performance and behavioral problems through non-punitive means. It is a system in which the responsibility for good behavior and performance is properly placed on the employees themselves. If his/her performance is good, it is recognized and applauded. If it is not, he/she is reminded of the need to meet job expectations and is asked to commit to the improvement of their performance. Proper behavior, or professional conduct and deportment, is expected at all times.

Under positive discipline, supervisors shall continue to ensure the Department's expectations of performance and behavior are met. By working with employees in a non-threatening manner, supervisors can ensure these standards are met by gaining their employee's commitment to the Department mission through written agreements and the employee's positive participation in the process.

The Department's disciplinary system consists of the following:

1. Procedures for rewarding employees including letters of commendation, inclusion of such information in performance evaluations, recommendations for special rewards, medals and service awards, and recognition by citizen groups.
2. Procedures using training as a positive process in discipline to overcome difficulties and improve performance.
3. Procedures for counseling and/or coaching, by persons within the Department or outside the Department as a positive process in discipline to aid an employee in growth and development.
4. Procedures for actions in the interest of discipline.

#### A. Recognition

Recognizing good performance is one of the best ways to manage performance. Supervisors must document all positive recognitions within his/her records system for future reference at performance appraisal time. Additionally, special recognition for commendable performance shall be documented by memorandum with a copy retained by the supervisor, a copy placed in the personnel file and a copy given to the employee.

An employee should be recognized for any of the following achievements:

1. Doing something above and beyond expectations.
2. Performing competently and diligently over an extended period of time.
3. Taking effective and decisive action in a crisis or emergency.
4. Developing an idea, which enhances public or departmental safety or productivity.
5. Providing special guidance, assistance or training not within usual realm of his/her job function or assignment to other employees, volunteers, civic groups, etc.
6. Maintaining an excellent attendance record over a significant period of time.
7. Exhibiting a high spirit of teamwork demonstrated through specific actions.

To be appropriately recognized, extraordinary service, feats or actions deserving of special recognition, rewards, medals or service awards are to be awarded by the Chief of Police or by civic organizations, before a large gathering of departmental personnel or when appropriate before other public mediums. The Chief of Police or his designee shall be the determinant in this process.

#### B. Advisories

An advisory is a positive, effective, informal, method for the supervisor to enhance performance or correct an emerging performance problem. An advisory is

not considered a formal level of discipline and shall only be utilized to make the employee aware of a performance deficiency and jointly develop effective solutions.

Other than for minor, daily corrective measures and to help supervisors organize their thoughts for this or other corrective discussions or for formal training assignments to correct deficiencies, the Advisory Memo will be utilized. This documentation should be placed in the employee's personnel file with a copy retained by the supervisor. More than one advisory/coaching session may be appropriate before initiating any formal discipline, however, an advisory is not required prior to formal discipline. As performance is corrected to acceptable department standards, the supervisor shall be responsible for noting the required improvements on a memo and attaching it to the original advisory memo in the employees personnel file.

### C. Training as a Form of Discipline

1. Training should be a positive, constructive method to handle an employee's inability to properly perform particular job tasks, remedy certain improper actions, etc.

With wide ranges of employee backgrounds, training and longevity, no supervisor can assume their employees know everything. When an employee displays a lack of understanding in a process or procedure the supervisor should first determine the employee's actual state of training and knowledge. If a deficiency in knowledge exists then training may be used to overcome the problem.

2. Criteria used to determine the necessity of training as opposed to other forms of discipline include but are not limited to:
  - a. Training in a particular area to improve productivity.
  - b. Ability of the employee to respond to retraining in a specific area.
  - c. The employee's work performance evaluation or record to include attendance, disciplinary actions, etc.
3. Supervisors who use training as a form of positive discipline should document the employee's deficiencies and utilize the departmental training officer to confirm that training is available.
4. A Corrective Action Form shall be used any time a employee is counseled regarding any problems with job performance applicable to training deficiencies, etc. This form should be forwarded to the Uniform Division Commander for approval for scheduling of training either on the job or at an off site location.

A copy of the Corrective Action Form should be placed in the employee's personnel file with a copy retained by the supervisor.

## VI. Formal Levels of Discipline



A. Authority

The primary disciplinary authority and responsibility is vested with the Chief of Police. For disciplinary purposes, the Chief of Police has the authority to administer discipline in accordance with this policy.

Commanders and Supervisors are accountable for the performance and conduct of personnel under their immediate control, and are authorized and responsible for administering discipline within the scope and authorization of this policy.

When conduct or performance of an employee warrants prompt action by a superior officer from another component, said supervisor or commander should administer the level of discipline required and authorized. The supervisor should prepare the proper documentation and forward it to the employee's immediate supervisor. The employee's supervisor is responsible for issuing and filing the documentation and is responsible for appropriate follow-ups.

B. Written Reminder (Level One)

1. Application

A written reminder is the first level of formal discipline in the Positive Discipline process. It is administered when an employee does not meet a commitment to improve following an advisory, coaching, training, etc. or when a single infraction is serious enough to warrant this level of discipline. Similar problems or continuing occurrences should be noted.

A written reminder is a formal memorandum to an employee from his/her supervisor documenting a discussion regarding unacceptable performance or behavior; documenting the supervisor's expectations; clear time limits for corrections or improvements, and documenting what the employee intends to do to correct the problem. A copy of the written reminder shall be given to the employee at the time of the disciplinary interview.

2. Reviews and Approvals

Supervisors administering this level of discipline shall submit the pre-written Written Reminder to his/her supervisor for review before the supervisor/employee interview. The review should ensure that proper documentation is in place before discipline is administered.

3. Documentation

A copy of the Written Reminder and any attachments should be placed in the employee's personnel file, a copy given to the employee, the supervisor should retain a copy and a copy should be forwarded to the Lieutenant.

If the employee corrects the problem, the issuing supervisor shall, at the conclusion of six months, ensure there has been no other similar infractions, then provide the employee with written recognition and place a copy of the recognition noting the accomplishment in the employee's personnel file and attach said to the original documentation.

If the employee does not correct the problem then discipline should be escalated to the next level.

Supervisors should always retain copies of all documents for their own subordinate's files.

## 8) C. Decision Making Leave (Level Two)

### 1. Application

A Decision Making Leave is the second and final level of formal discipline in the Positive Discipline system. This leave is given when an employee does not meet a commitment to improve following a Written Reminder or when a single infraction is serious enough to warrant this level of discipline. A Decision Making Leave must have pre-approval from the Chief of Police.

The Decision Making Leave consists of a day off with pay, or a part thereof, and a discussion between the employee and his/her immediate supervisor during which the supervisor, using the Corrective Action form, makes clear the seriousness of the employee's problem and the requirement for a total performance commitment.

The employee is informed of the paid day off at the Departments expense and made aware of the Departments sincere desire for the employee to change the particular behavior and continue employment with the Department.

He/she is usually given the remainder of the workday off with pay and is told to think about the matter. He/she is told to report to the supervisor at his/her next regularly scheduled work time with a decision. When practical the DML should not be given the day before a scheduled off day.

He/she will be told to make a conscious decision to meet the Emerson Police Department's expectations in all areas or to resign from the Department and find more satisfying work elsewhere. The supervisor should reinforce the seriousness of this situation.

When the employee returns to work he/she will furnish the supervisor with a written acknowledgement of the problem and a promise/pledge to correct and/or improve the problem or will submit a letter of resignation. The written acknowledgement is to be prepared by the employee during the DML and submitted to his/her supervisor at the beginning of his/her next workday.

If the employee elects to keep his/her job, specific notice will be given to the employee stating that any subsequent performance or behavior problems requiring disciplinary action is likely to result in his/her employment termination. In addition the employee will be placed on a twelve-month probationary period, wherein the employee will be evaluated monthly by his/her immediate supervisor to document compliance.

## 2. Documentation

After an employee returns from a DML, the supervisor shall write a formal memorandum to the employee specifying the employee's decision and commitment to improve. This memo, the Corrective Action Form, the employee's pledge and all other documentation will be placed in the employee's personnel file. A copy of all forms will be given to the employee, a copy retained by the supervisor and a copy forwarded through the chain of command to the Chief of Police.

## D. Follow-up's

Frequent follow-ups usually conducted by the employee's supervisor are essential for the Positive Discipline to achieve the desired results. Supervisors should meet the employee at the following intervals, discuss and document the employee's progress, or lack of progress.

5. One month after administering any level of discipline.
6. Midpoint of the disciplinary period.
7. One month prior to deactivation
8. Deactivation

## E. Termination

An employee will be terminated when adequate improvement is not made after a DML, or when the employee commits another infraction, which might otherwise call for formal discipline while a DML is actively in their file.

Employees may also be terminated, absent other levels in this process, for very serious infractions and/or violations of departmental policies. These serious violations include, but are not limited to, the following;

1. Violation of specific laws or committing criminal act(s); or knowing of another employee committing a criminal act and failing to report.
2. Falsification of official reports; or knowingly entering or causing to be entered inaccurate, false or improper information on records of the Department; or refusing to answer and/or lying during any official departmental internal investigation.
3. Joining or knowingly becoming a member of, or connected with any subversive organization listed on the United States Attorney General's Subversive List.
4. Violations regarding unauthorized use of deadly force; or other unauthorized use and/or misuse of firearms; or excessive use of force; or abuse of authority.
5. Failure to render assistance or aid to another officer or citizen in need.
6. Other infractions not listed but deemed to be serious in nature that this level of discipline is required.

Termination shall be performed only by the Chief of Police or his/her designee.

#### F. Limitations of Performance/Behavior Problems

Employees may have a maximum number of two Written Reminders active at any one time and these two must be in different categories. Should another performance problem occur in a category where an active Written Reminder already exists, the discipline shall escalate to a DML. Likewise if two Written Reminders are in effect and a problem develops in a third category the disciplinary level shall escalate to a DML.

Because the DML requires a total performance commitment by the employee there shall only be one active DML at any given time. If an employee is not terminated after committing a significant infraction while under an active DML, the decision to not terminate shall be only at the direction of the Chief of Police.

#### G. Deactivation

An important feature of the Positive Discipline system is deactivation. After the active period of a particular disciplinary action, and/or when an employee satisfactorily corrects a problem requiring discipline, documentation reflecting the correction of the deficiencies shall be attached to the original counseling memo by the issuing supervisor.

The steps of the process remain active as follows:

- |    |                       |           |
|----|-----------------------|-----------|
| 1. | Written Reminder      | 6 months  |
| 2. | Decision Making Leave | 12 months |

It is the responsibility of the issuing supervisor to issue and file the proper documentation attesting the performance or behavior has been corrected and the employee is meeting departmental standards. The Lieutenant will ensure that all

documentation has been completed.

#### H. Administrative Suspensions

This policy and procedure does not preclude the necessity or use of Administrative Suspensions. An employee may be suspended for an indefinite period when the Chief of Police determines such action is necessary. This suspension will be with or without pay at the direction of the Chief of Police as the situation warrants.

#### I. Grievances

Any employee, in matters not covered by departmental standards or general orders who feels he/she has been injured or discredited by a superior officer, or any other member of the department, through unreasonable, unjust, arbitrary, capricious or tyrannical conduct may file a grievance.

#### J. Appeals

Through the non-punitive, Positive Disciplinary system, possible punitive issues may only arise when termination occurs. Matters of due process are only applicable when the employee may suffer a loss and through this process that would only occur upon separation from employment. Therefore, the appeals process, as outlined in Appeals is not applicable in matters regarding level one or two of this process.

EMERSON POLICE DEPARTMENT  
UNIFORM TRAFFIC CITATION, SUMMONS AND ACCUSATION

CASE NO. 140785

Court Case Number GA0080600 No 1800387  
 NCIC Number Citation Number  
 Upon Month 03 (Day) 07 (Year) 2014 at 09:40  A.M.  P.M.  
 Operator License No. 053316162  
 License Class of Type C State GA Endorsements NONE Expires 8/29/2018  
 Name MATHIS RYAN THOMAS  
 (Last) (First) (Middle)  
 Address 210 CASS WHITE RD NW  
 City CARTERSVILLE State GA Zip Code 30121  
 DOB 8/29/1990 Hair BRN Hgt 601 Wgt 195 Sex M Eyes BRO  
 Veh Yr. 2009 Make PONTIAC Style G6 4S Color GRN  
 Registration No. PEE9700 Yr. 2014 State GA  
 CDL?  YES  NO ACCIDENT?  YES  NO INJURIES?  YES  NO FATALITIES?  YES  NO  
 2-LANE RD  DRIVER REQ. ACCURACY CHECK  VASCAR  LASER  RADAR  
 Within the State of Georgia, did commit the following offense:  SPEEDING - Clocked by:  PATROL VEHICLE  OTHER  
 (Serial # G2 S30886 Calibration/Check 0600 3/7 ) at 70 MPH in a 55 zone  
 DUI (Test Admin:  BLOOD  BREATH  URINE  OTHER) Results \_\_\_\_\_

TEST ADMINISTERED BY (If Applicable):  
 OFFENSE (Other than above) TOO FAST FOR CONDITIONS  
 In Violation of Code Section 40-6-180 of  State Law  Local Ordinance

REMARKS JIN=1G2ZJ57K894242456 R/O OBS SA VIL RIA STAT

WEATHER (A) ROAD (B) TRAFFIC  
 Clear  Dry  Concrete  Light  
 Cloudy  Wet  Blacktop  Medium  
 Raining  Ice  Dirt  Heavy  
 Other  Other  Other  
 LIGHTING  Daylight  
 Darkness  Other  
 COMMERCIAL VEHICLE INFORMATION  
 16+ Passengers  
 Commercial Vehicle Violation  
 Hazardous Material Violation (PLACARD)

County of BARTOW and \_\_\_\_\_ miles \_\_\_\_\_ of (city) EMERSON  
 on GA 3 at or near mile post \_\_\_\_\_, or within (city) EMERSON  
 at/on (secondary location) PUMPKINE VINE CREEK  
 OFFICER (Print) BOSWELL, D B Badge # 207 Div. PATROL

You are hereby ordered to appear in Court to answer this charge on the 01 day of MAY  
2014 at 09:00  AM  PM in the \_\_\_\_\_ CITY Court  
 at 700 HIGHWAY 293  
 City EMERSON, Georgia.

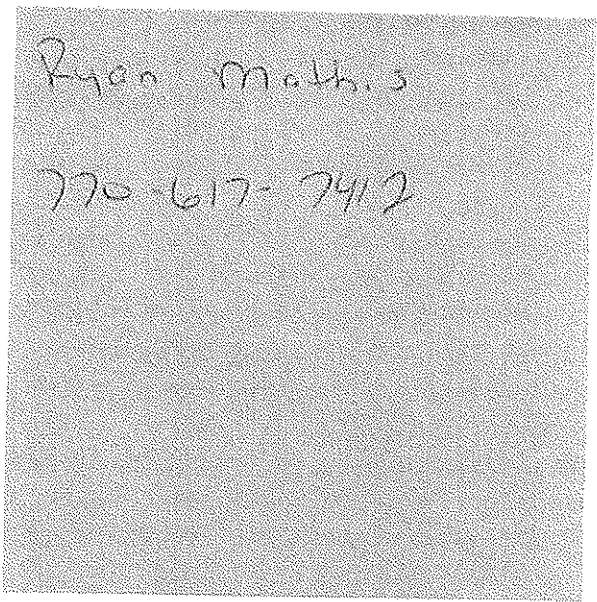
**NOTICE:** This citation shall constitute official notice to you that failure to appear in Court at the date and time stated on this citation to dispose of the cited charges against you shall cause the designated Court to forward your driver's license number to the Department of Driver Services, and your driver's license shall be suspended. (Georgia Code 17-6-11 and 40-5-56) The suspension shall remain in effect until such time as there is a satisfactory disposition in this matter or the Court notifies the Department of Driver Services.

LICENSE DISPLAYED IN LIEU OF BAIL  YES  NO  
 RELEASED TO COPY  
 SIGNATURE ACKNOWLEDGES SERVICE OF THIS SUMMONS AND RECEIPT OF COPY OF SAME  
 SIGNATURE \_\_\_\_\_

**ARRESTING OFFICERS CERTIFICATION**  
 The undersigned has just and reasonable grounds to believe, and does believe, that the person named herein has committed the offense set forth, contrary to law.

SIGNATURE \_\_\_\_\_ Badge # 207  
 Signature of Arresting Officer

AUTHORIZED AND APPROVED PURSUANT TO:  
 CODE 40-13-1 - D.P.S. REG. 570.19  
**DUPLICATE**



# OFFICER ACTIVITY LOG

Officer Name	207 BOSWELL, D B
Date	9/27/2013 18:00 To 9/27/2013 08:00
Approving Officer	201 BRADLEY, S T

## CALL LOG

Ten Code	10-76 Time	10-23 Time	10-8 Time	Location	Case Number	Status
10-38		20:11	20:18	I-75 @ 284 1800059	133418	TRAFFIC
10-38		20:30	20:39	GA3 @ PUMPKINVINE 1800060	133419	TRAFFIC
10-38		21:32	21:39	OLD ALABAMA @ PUCKETT 1800061 X	133420	WARNING
10-38		22:58	23:00	I-75 @ 284	133421	VERBAL
10-38		23:07	23:17	I-75 @ 285 1800062	133422	TRAFFIC
10-38		23:27	23:29	I-75 @ 285 VERBAL	133423	VERBAL
10-38		23:56	00:04	7TH @ OLD ALABAMA 1800063 X	133424	TRAFFIC
10-38		00:29	00:30	7TH @ OLD ALABAMA VERBAL	133425	VERBAL
10-38		02:39	02:50	I-75 @ 285 1800064	133426	TRAFFIC
10-38		02:53	03:02	I-75 @ 285 1800065	133427	TRAFFIC
10-38		03:12	03:14	I-75 @ 286 VERBAL	133428	VERBAL
10-38		04:11	04:19	I-75 @ 285 1800066	133429	TRAFFIC
10-38		04:35	04:41	GA3 @ GASTON WESTBROOK 1800067	133430	TRAFFIC

## HOUSE WATCH / BUSINESS ZONES

Watch/Zone	Time Checked	Status / Remarks
WATERSIDE	22:00	C-30
SUNOCO	22:30	C-30
VILLAGE	22:36	C-30
SAMFORD	00:42	C-30
BEVERAGE	00:44	C-30
LOVES	02:00	C-30
MINIMART	04:45	C-30
DG	04:47	C-30