SACRAMENTO POLICE DEPARTMENT
OFFICE OF OPERATIONS

510.03
PROCEDURE FOR CODE 7
04-20-07

PURPOSE
The purpose of this order is to establish guidelines for officers requesting permission to eat (Code 7).

POLICY
It shall be the policy of the Sacramento Police Department to allow officers a period of time to consume a meal during their shift.

PROCEDURE
A.   REQUEST
Whenever a uniformed patrol officer wishes a designated meal period, the officer shall request permission for Code 7 and give the location.
   1.   According to the established procedures, the dispatchers shall approve or deny the request. When the request is denied, the officer's immediate supervisor may be contacted and the supervisor's decision shall be final.
   2.   Uniformed officers shall not request a Code 7 during the first hour of their scheduled shift without the approval of their supervisor. All Code 7's shall be completed prior to the final 90 minutes of the shift. Exceptions to this procedure shall be approved by the supervisor and be justified by extenuating circumstances.
   3.   All Code 7's shall be completed within a 40-minute period. This 40-minute period shall include travel time to the requested location. Officers shall not request a Code 7 and advise radio they will "mark arrival." A Code 7 period shall begin at the time the Code 7 request is approved.
   4.   No more than four (4) uniformed personnel and three marked cars shall be permitted at the same Code 7 location/eating establishment.
   5.   Should officers be unable to receive a Code 7 during their shift, no overtime shall be received.

B.   LOCATION
Uniformed patrol officers shall go Code 7 within their district boundaries.
   1.   If for any reason there is not a place available to eat, officers shall obtain permission from their immediate supervisor to eat outside the district. If the immediate supervisor is not available, permission may be obtained from the watch commander.
   2.   With permission from the appropriate supervisor, officers may eat at restaurants or private residences, if the location is within three (3) miles of their assigned district boundary.