

**Lower Providence Township Police Department
Eagleville, Pennsylvania**

General Order <input checked="" type="checkbox"/>		ORDER NUMBER
Special Order <input type="checkbox"/>		
Personnel Order <input type="checkbox"/>		114
Subject Township Issued Lockers		
Date of Issue January 28, 2020	Effective Date January 28, 2020	Expiration Date Until Amended or Rescinded
Issued by: Michael Jackson, Chief of Police		
Amends	Rescinds	
Standard Number:		
Distribution		
1. General Order Manuals		
2. Records Manual		
3. Reading Verification to all Personnel		

I. Purpose

The purpose of this order is to establish a policy for the issuance of lockers to department personnel for the storage of clothing, uniforms, equipment and other related items, the method of securing the Township issued lockers and the privacy rights of employees in the storage of materials in the department issued locker.

II. Policy

1. It shall be the policy of the Lower Providence Township Police Department that every sworn police officer of the Lower Providence Township Police Department will be issued a locker for the storage of clothing, uniforms, weapons, equipment and other related items.
2. Every police officer that is issued a Township locker shall also be issued a combination lock to secure the locker. The combination to the lock will be recorded by the Chief of Police and issued to the individual officer. In the event that the officer currently possesses a personal combination lock at the time of the issuance of this Order and wishes to continue to utilize that lock they must provide the combination of the lock to the Chief of Police or forfeit the opportunity to utilize that lock and a department issued lock will be provided.
3. On issuance of the locker the officer shall sign an acknowledgement that the locker is the property of Lower Providence Township and is provided for the convenience of the officer and the security of the officer's property. The officer will further acknowledge that, as such, the officer understands that the officer possesses no expectation of privacy in the Township issued locker and that the locker and its contents may be subject to inspection or search at any time.
4. No officer is permitted to secure their Township issued locker with a lock other than that issued by the Township with the combination provided to the Chief of Police or a personal lock other than under the conditions enumerated in paragraph 2 of this policy.

III. Responsibility

It shall be the responsibility of each officer to adhere to the above policy.

Michael Jackson

Michael Jackson
Chief of Police