



**Minneapolis Police Department  
Policy and Procedure Manual**

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**Volume Seven - Field Operations**

**Priority Call Code Numbers and Radio Call Numbers**

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## Purpose

This policy establishes parameters, classification priorities, and specifications related to call code and radio call numbers of the MPD.

## Policy

### A. Priority Call Code Numbers and Procedures

#### 1. Call Code Numbers

- a. Call code numbers are used by dispatchers and members to indicate the seriousness of an incident and the procedures for response.
- b. The responsibility for determining the appropriate call code number rests with the responding member based upon information communicated from MECC or other personnel.
- c. The call code numbers used are:

**Code One:** Indicates that a member cannot be located or does not answer the radio.

**Code Two:** A call to be answered or situation to be handled immediately. The red lights and siren shall not be used, and all traffic laws will be obeyed.

**Code Three:** Emergency Situation - To be answered immediately, but in a manner enabling the responding units to reach the scene as quickly and safely as possible. MN Statute sections 169.03 and 169.17 require the use of red lights and siren for emergency driving.

**Code Four:** Situation is under control. Responding squads that have not arrived may clear.

#### 2. Call Classification Priorities

- a. The Police Department and MECC have developed protocols and appropriate timeframes for dispatching calls and have established common working definitions about the urgency of any situation and to facilitate the most efficient delivery of service to the public.
- b. MECC call classification priorities are not the same as call code numbers.
- c. Police calls are identified by a nature code and each nature code is assigned to one of five possible priority categories. The categories are:
  - Priority 0 - Calls classified as Priority 0 include those situations where a known crisis exists that threatens the life of an individual. This is the highest possible priority and the fastest possible response is desired. The MECC objective is to have squads en route to the call within 30 seconds of receipt by the dispatcher.
  - Priority 1 - Calls classified as Priority 1 include situations where an imminent threat to personal safety, or the loss or damage to property exists. Conditions at the scene of the call are unstable. The MECC objective is to have a squad en route to a priority 1 event within 70 seconds of receipt by the dispatcher.

Priority 2 - Calls classified as Priority 2 include situations where no immediate threat of harm exists at the scene of the call. A timely police response is still desirable. The MECC objective is to have priority 2 calls assigned at the earliest opportunity or within 45 minutes of receipt by the dispatcher. Pending priority 2 calls are assigned out of sector to an available precinct squad after 10 minutes or if known that sector squads will be unavailable indefinitely. Priority 2 calls are assigned up to the last 15 minutes of shift. If after 30 minutes the call remains in MECC due to a lack of recommended unit availability, the dispatcher may notify the affected precinct shift supervisor to review the pending priority 2 calls and recommend a course of action.

Priority 3 - Calls classified as Priority 3 include situations where conditions are stable at the scene of the call. MECC may hold priority 3 calls for the squad in whose MPD district the call is occurring for up to one hour. After one hour, the situation should be reassessed by MECC and the precinct field supervisor, if necessary, to determine if the call should be reassigned to a squad outside of the MPD district in which the call is occurring. Priority 3 calls may be assigned up to the last 15 minutes of shift.

Priority 9 - Calls classified as Priority 9 include administrative or service assignments. Squads on a service assignment may be reassigned to an event with a higher priority.

#### B. Radio Call Numbers

1. Radio call numbers are developed by the Minneapolis Emergency Communications Center (MECC) with input from the MPD Equipment Specialist. Current listings of radio call numbers are maintained by MECC and the MPD Equipment Specialist.

For precincts, call numbers are designed to indicate the precinct, sector, and sequence within the sector. For example:

- Squad 420 - Fourth Precinct, Sector Two, Primary Squad
- Squad 421 through 429 - Fourth Precinct, Sector Two, Secondary Squads

2. Members shall begin all radio communication using their assigned call numbers and radio prefix.

#### 1. Radio Prefixes

- a. All vehicles using MPD radio channels will use the following prefixes which indicate their type of assignment:

- “Squad” for marked vehicle
- “Car” for unmarked or civilian vehicles
- “Portable” for members away from their vehicle
- “Chaplain” for chaplains
- “Base” for precinct, unit or division fixed operations

- “Beat” for members assigned to a specific beat
  - “Bike” for Bike Patrol
  - “Mounted” for members on horseback
  - “Off-duty” for members working off-duty employment (under P&P 3-800)
  - “Unit” for agents or community service members
- b. When beginning a radio transmission, members shall begin the transmission with their appropriate radio prefix (Squad 310, not just 310).

### 2. One and Two Member Designation

- a. In all communications with the MECC dispatcher, one member squads or cars will be designated as "Able," i.e., 321A.
- b. If, during an apprehension or an investigation, an member separates from a partner, the driver of the vehicle will be "A(ble)," (320A). The passenger of the vehicle shall be "B(aker)," (320B). If no vehicle is being used, the members shall decide beforehand who shall be designated as "A" and "B."
- c. If, during a shift, one member assigned to a two-member squad is away from duty, the remaining member shall immediately report the squad's change in designation to MECC.

### 3. FTO Squads

Squads that have an FTO and a Member in training will be designated as an FTO Squad. (Example 320 FTO or 320A FTO.) This designation will be used on the precinct line-up sheet, but standard radio call sign procedures will be used.

## Definitions

- **Crisis:** An event or situation where a person's safety and health may be threatened by behavioral health challenges, to include mental health conditions, intellectual or developmental disabilities, substance use, or overwhelming stressors. A crisis can involve a person's perception or experience of an event or situation as an intolerable difficulty that exceeds the person's current resources and coping mechanisms and may include unusual stress in their life that renders the person unable to function as they normally would.
- **Imminent Threat:**

A threat is imminent when all of the following apply:

- It can be articulated with specificity.

- It is reasonably likely to occur absent action by the law enforcement officer.
- It must be addressed through the use of objectively reasonable, necessary, and proportional force without unreasonable delay.

A fear of future harm is only an imminent threat if it must be addressed without unreasonable delay, no matter how great the fear or likelihood of harm.

- **Investigation:** A structured process of gathering, examining, and evaluating facts and evidence to determine what occurred, assess compliance with laws and policies, and support appropriate actions or decisions.
- **Line-up:** The process of presenting individuals to an eyewitness for the purpose of identifying or eliminating suspects.
- **MECC:** Minneapolis Emergency Communications Center is the city's 911 center that answers emergency and non-emergency calls and coordinates the appropriate response by public safety services.
- **MPD District:** A geographical area within a sector usually determined by the precinct Inspector.
- **Secondary Squads:** Police squad cars that provide direct support in the pursuit to the primary squad and follow the primary squad at a safe distance.