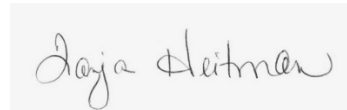


Chapter No. 1109b	Page 1 of 3
Issue Date: 01/05/01 Revised: 02/08/2021	

Policy Statement on Peace Officer Badges

Notes and References



Tanja Heitman
Chief Probation Officer

I. General Policy

- A. The official method of identifying oneself as a Peace Officer is with a badge and identification (ID) card. All sworn Probation Peace Officers will be issued a wallet badge. For assignments in which Officers are expected to work in the field, a clip-on field badge will also be issued.

II. Issuance of Badges

- A. The Chief Probation Officer or designee will issue badges when the Officer has successfully completed PC 832. Officers will complete the Pro-218 and it will be kept on file with Professional Standards Unit (PSU).
1. Badges will be issued with a black leather case that will accommodate the badge and ID card. Cases will be replaced only when completely worn.
- B. A new badge will be issued when an Officer enters a different Peace Officer classification and the current badge will be returned to PSU. At that time, a new Pro-218 must be completed.
- C. The badge is the property of the Santa Barbara County Probation Department and shall be returned to PSU upon separation or termination from employment.

III. Lost or Stolen Badges

- A. If the badge or ID card is lost or stolen, it shall immediately be reported to the Chief Probation Officer and PSU via the chain of command.

Chapter No. 1109b	Page 2 of 3
Issue Date: 01/05/01	
Revised: 02/08/2021	

Policy Statement on Peace Officer Badges (continued)

**Notes and
References**

- B. Any lost or stolen badge shall be reported up the chain by completing a Pro-313. In addition, staff will file a report with the law enforcement agency having jurisdiction in the area where the badge is believed to have been lost or stolen. A copy of the Pro-313 and the police report shall be provided to PSU by the supervisor.
 - 1. A Pro-81 (Probation Officer Badge Declaration) form shall be completed and forwarded to PSU.
 - 2. Officers will be responsible for the replacement cost to replace the badge as a result of violating this policy.

- IV. Badge Storage
 - A. Badges shall not be left unsecured. If stored in the office, the badge must be secured in a locked drawer or file cabinet.
 - B. Badge may not be stored in the passenger compartment of a vehicle.

- V. Use of Badges
 - A. Wallet badges must be carried with the ID card in the case.
 - B. Badge and ID cards provide authentication of the Officer's authority as a Peace Officer. The badge and/or ID card shall be utilized whenever an Officer is identifying themselves as a Peace Officer.
 - C. Badges will be carried or worn in a discreet manner. For example, a badge may be carried in a purse or in a pocket. The clip on field badge may be worn on the person while on duty when deemed appropriate for identification purposes such as: field visits, tactical field operations, special assignments, special field visits, while inside a police or correctional facility, etc.
 - 1. Any Peace Officer authorized to be armed shall have in their possession, whenever carrying a firearm, their Department issued badge and identification card. The field badge must be

Chapter No. 1109b	Page 3 of 3
Issue Date: 01/05/01	
Revised: 02/08/2021	

Policy Statement on Peace Officer Badges (continued)

**Notes and
References**

worn adjacent to the firearm at all times or prominently displayed on the Officer's field vest.

- D. Badges and ID cards are for official use, and only to be used for work related activities. Badges and ID cards should never be used to identify staff as a Peace Officer for personal gain. Any unauthorized use may result in discipline.

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