

REPORT WRITING MANUAL
OAKLAND POLICE DEPARTMENT

T-5
14 Jan 08

RADIO CODES

900 CODE

Murder	187	File Check, Property	936P
Kidnapping	207	No Information in File	937C
Robbery	211	Person you are Checking is DANGEROUS*	937D
Assault with Deadly Weapon	245	Matching Information in File	937M
Rape	261	Similar Information in File	937S
Lewd and Lascivious Conduct	288	Cancel Last Assignment	938
Indecent Exposure	314	Meet the Officer	940
Disturbing the Peace	415	Provide Cover for Officer	940A
Disturbing the Peace Auto	415A	Officer Needs Help	940B
Disturbing the Peace - Inv. Trouble	415C	Citizen Holding Prisoner	941
Disturbing the Peace Drinking	415D	Fight (describe type)	943
Disturbing the Peace - Music Party	415E	Ambulance Follow-Up	945
Disturbing the Peace-Family/Domestic Disturbance	415F	Ambulance Requested	945A
Disturbing the Peace -- Juvenile	415J	Ascertain if Ambulance Needed (non-traffic)	945B
Burglary	459	Tow Car Requested	946
Theft, Petty	484	Patrol Wagon Requested	947
Theft, Grand	487	Patrol Wagon for Juvenile(s)	947J
Trespassing	602L	Investigate Suspicious Occupant(s) in Auto	949
Vehicle Collision - Property Damage	901	Investigate Report from Citizen	950
Vehicle Collision - Personal Injury	901A	Investigate Report of Person Down on Street	953
Vehicle Collision - Ascertain if Ambulance Needed	901B	Animals Straying	955
Vehicle Collision - City Property	901C	Vicious Animal	955A
Vehicle Collision - Drunk Involved	901D	Noisy Animal	955B
Message Received	904	Animal Bite	955E
Abandoned Automobile	905	Injured Animal	955F
Person Breaking In	906	Meet a Citizen	962
Out of Service	908	Ball Playing in the Street	963
Out of Service Meal	908A	Pick Up Dead Animal	968
Out of Service - Rest Relief	908B	Live Animal - Pick Up First	968A
Out of Service Coffee	908C	Auto Improperly Parked	970
Out of Service Off Duty	908D	Auto on Sidewalk	970A
In Service	909	Auto Blocking Driveway	970B
In Service - Meals	909A	Auto in Restricted Zone	970C
In Service - On-Duty	909D	Traffic Control Post	973
Prowler Outside	910	Stand-by and Preserve the Peace	975
Suspicious Person	912	Vehicle Stop, No Cover Requested	976
Suicide	913	Vehicle Stop, Cover Requested	976A
Attempt Suicide	913A	Walking Stop	977
Phone Office (or as Directed)	914	Walking Stop Cover Requested	977A
Phone Communications Division	915	On Scene	997
Request Permission to Communicate with Field Unit	916	Insanity	5150
Permission to Communicate with Field Unit Granted	917	Insanity, Violent	5150B
Person Screaming for Help	918		
Car Prowler or Clouter	921		
Drunk on Street	922		
Drunk in Auto	922A		
Drunk inside Building	922B		
Go to Your Office	924		
Go to Communications Division	925		
Give Your Location	926		
Explosion	928		
Investigate Possible Incendiary Device	928C		
Explosion, Possible (Bomb Threat)	928P		
Fire	929		
Burglary Alarm	933		
File Check, Vehicle	936		
File Check, Person(s)	936A		
File Check, Gun	936G		

* Automatic cover sent unless canceled by the unit requesting the check.

NOTES: An "X" after any number indicates a female is involved.

A field unit is not placed "out of service" and is expected to be available for additional calls following such assignments as 914, 915, 940 and all Code 1 calls. If the nature of the situation dictates, the unit shall request "out of service" on these calls. 963 and 970 calls are handled Code 1 if the complainant does not request contact and there is no hazard involved.

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Disposition Report

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Agency	Disposition	Report	Description	UCR Code
**	905		ABANDONED AUTO	
	AB		ABATED	
	ALC		ALARM-CANCELLED	
	ALE		ALARM-ERROR OR MALFUNCTION	
	ALI		ALARM-INSECURE PREMISE	
	ALM		ALARM-MALFUNCTION	
	ALS		ALARM-SECURE	
	ALU		ALARM-UNVERIFIED	
	ALV		ALARM-VALID	
	ALW		ALARM-WEATHER	
	AO		AMBULANCE ORDERED	
	AOA		ASSIST OUTSIDE AGENCY	
	BCAST		BROADCAST	
	C		CLEAR	
	CAN		CANCELLED	
	CC		CALL CLOSED	
	CCC		CITIZEN CONTACT-CITATION	
	CCN		CITIZEN CONTACT-NO ACTION	
	CI		CONTINUING INVESTIGATION	
	CIV		CIVIL	
	COAR		COLLISION-ASSIGNMENT REPORT	
	COMM		COMM ORDER BROADCAST	
	COR		COLLISION REPORT	
	CORA		COLLISION REPORT-ARREST	
	DUP		DUPLICATE CALL	
	FA		FIRE ALARM	
	FC		FIELD CONTACT REPORT	
	GOA		GONE ON ARRIVAL	
	HAN		CALL HANDLED	
	J4		PURSUIT	
	K4		USE OF FORCE	
	MED		MEDICAL CALL	
	OVA		ON-VIEW ARREST	
	POU		FOUND CALL	
	PT		PERSON TRANSPORT	
	ROA		REFERRED TO OTHER AGENCY	
	RT		REPORT TAKEN	
	RTA		REPORT TAKEN-ARREST	
	RTAR		REPORT TAKEN-ASSIGNMENT REPORT	
	RTCA		REPORT TAKEN-CITIZEN ARREST	
	RWU		REPORT WRITING UNIT	
	SAA		SERGEANT'S APPROVAL OF ARREST	
	SDA		SGT'S DISAPPROVAL OF ARREST	
	TAM		TRANSPORTING ADMIN MATERIALS	
	TC		TRANSPORT COMPLETE	
	TEC		TEC REQUEST HANDLED	
	TECH		TECHNICIAN	
	TSA		TRAFFIC STOP-ARREST	
	TSC		TRAFFIC STOP-CITATION	

Disposition Report

Agency	Disposition	Report	Description	UCR Code
**	TSW		TRAFFIC STOP-WARNING	
	UNF		UNFOUNDED/NO MERIT	
	UTL		UNABLE TO LOCATE	
	VT		VEHICLE TOWED	
	WAG		947 PICK UP HANDLED	
OP	905		ABANDONED AUTO	
	909A		IN SERVICE MEALS	
	909B		IN SERVICE REST RELIEF	
	909C		IN SERVICE COFFEE BREAK	
	AB		ABATED	
	ACU		ANIMAL CONTROL UNIT	
	ADM		ADMINISTRATIVE	
	ALC		ALARM - CANCELLED	
	ALG		ALARM - GENERAL FALSE ALARM	
	ALP		ALARM - PANIC FALSE ALARM	
	ALR		ALARM - ROBBERY FALSE ALARM	
	ALV		ALARM-VALID	
	ALW		ALARM-WEATHER	
	ANC		ALARM - NO CONTACT/NOTIFICATIO	
	ANR		ALARM NO RESPONSE	
	AO		AMBULANCE ORDERED	
	AOA		ASSIST OUTSIDE AGENCY	
	BAV		BOOT APPLIED TO VEH	
	BCAST	N	BROADCAST	
	CAN		CANCELLED	
	CCC		CITIZEN CONTACT-CITATION	
	CCN		CITIZEN CONTACT-NO ACTION	
	CD		CROSS DISPATCHED	
	CI		CONTINUING INVESTIGATION	
	CIT		CRISIS INTERVENTION TEAM	
	CIV		CIVIL	
	CKPT		DUI CHECKPOINT	
	COAR		COLLISION - ASSIGNMENT REPORT	
	COMM	N	COMM ORDER BROADCAST	
	COR		COLLISION REPORT	
	CORA		COLLISION REPORT - ARREST	
	COV		COVER	
	DUP	N	DUPLICATE CALL	
	FA		FIRE ALARM	
	FC		FIELD CONTACT REPORT	
	FSSC		FIELD STRIP SEARCH CONDUCTED	
	GOA		GONE ON ARRIVAL	
	HAN		CALL HANDLED	
	IBC		INFORMATIONAL BUSINESS CARD	
	J4	Y	PURSUIT	
	K4	Y	USE OF FORCE	
	MED		MEDICAL CALL	
	MH		MENTAL HEALTH	

Date: 05/02/13 Time: 11:50:33

Disposition Report

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Agency	Disposition	Report	Description	UCR Code
OP	MHH		MENTAL HEALTH HOLD	
	NSDF		NO STOP DATA FORM	
	OPS		OAKLAND PUBLIC SCHOOL PD	
	OVA		ON-VIEW ARREST	
	PAR		PARKED VEHICLE	
	PC		PARKING CITATION	
	PDRD		PERSONAL DATA RECORDING DEVICE	
	POU		FOUND CALL	
	PP		PROBLEM PHONE	
	PT	N	PERSON TRANSPORT	
	ROA		REFERRED TO OTHER AGENCY	
	RRS		RAPID RESPONSE STRATEGY	
	RT		REPORT TAKEN	
	RTA		REPORT TAKEN-ARREST	
	RTAR	N	REPORT TAKEN-ASSIGNMENT REPORT	
	RTCA		REPORT TAKEN-CITIZEN ARREST	
	RWU		REPORT WRITING UNIT	
	SAA		SERGEANT'S APPROVAL OF ARREST	
	SADM		SERGEANTS ADMINISTRATIVE	
	SDA	N	SGT'S DISAPPROVAL OF ARREST	
	SDF		STOP DATA FORM	
	TAM	N	TRANSPORTING ADMIN MATERIALS	
	TC	N	TRANSPORTATION COMPLETE	
	TEC		TEC REQUEST HANDLED	
	TECH		TECHNICIAN	
	TNG		TRAINING	
	TSA		TRAFFIC STOP-ARREST	
	TSC		TRAFFIC STOP-CITATION	
	TSW		TRAFFIC STOP-WARNING	
	TT		TRUANT TRANSPORT	
	UNF		UNFOUNDED/NO MERIT	
	UTL		UNABLE TO LOCATE	
	VT		VEHICLE TOWED	
	WAG		947 PICK UP HANDLED	

CODES FOR DISPATCHING EMERGENCY VEHICLES

The following code designations are established to govern the dispatching of police vehicles. Codes 1, 3, 5, 6, and 7 shall be designated specifically when appropriate. All assignments shall be presumed Code 2 unless otherwise designated.

- Code 1 These assignments are not urgent; however, they shall be handled at the earliest convenience of the unit assigned. Units dispatched on Code 1 calls shall not be placed out of service.
- Code 2 These assignments are urgent, but are not emergencies. Red lights and sirens shall not be used on Code 2 calls. Units sent on such calls shall comply strictly with all traffic laws and regulations.
- Code 3 These are emergency assignments calling for all practical haste. Response to Code 3 calls shall be made with red lights visible from the front and sirens operating as reasonably necessary.
- Code 4 No cover needed; no further cover required.
- Code 5 These assignments indicate that the field unit dispatched is going to the scene of a potentially hazardous assignment without assistance. Code 5 may be given in addition to Code 2 or 3.
- Code 6 These assignments indicate that the field unit is delayed or a significant distance from the location of assignment. A unit advising the Communications Division that it is responding Code 6 shall always provide its present location. Code 6 may be given in addition to Code 2 or 3.
- Code 7 This code refers to an assignment or possible assignment regarding any person carrying a firearm. Code 7 may be given in addition to Code 1, 2 or 3.
- Code 33 This designation is initiated by field units or dispatchers to preclude non-priority radio transmissions during emergency situations.
- Code 34 Terminate Code 33 status: Frequency clear for normal traffic.

THE PHONETIC ALPHABET				
A – Adam	G – George	M – Mary	S – Sam	Y – Yellow
B – Boy	H – Henry	N – Nora	T – Tom	Z – Zebra
C – Charles	I – Ida	O – Ocean	U – Union	
D – David	J – John	P – Paul	V – Victor	
E – Edward	K – King	Q – Queen	W – William	
F – Frank	L – Lincoln	R – Robert	X – X-ray	