



Edina Police Operations Manual

Policy Number
100.00

Subject:

OPERATIONS MANUAL

Effective Date
06/01/1993

Revised Date
07/01/2020

Page 1 of 2

PURPOSE:

The purpose of the Edina Police Department Operations Manual is to establish guidelines and procedures that will enable the Edina Police Department to provide the public with the best level of police service.

100.01 INTRODUCTION

- Subd. 1** It is the intent of this Operations Manual to establish procedural guidelines in the performance of day-to-day duties.
- Subd. 2** It is recognized that department members must use discretion, good judgment and common sense when making decision and officers will be impartial during this process. Decisions by department members should, be based on an awareness of applicable laws, as well as rules, procedures and guidelines set forth by the Edina Police Department in this manual.

100.02 ESTABLISHMENT

- Subd. 1** The manual represents a continuing process of additions, deletions, revisions and clarifications. Information contained herein can change from time to time without first notifying employees. This manual supersedes previous directives of the police department.
- Subd. 2** When information in this manual is addressed in State Statute, City Code or union contract, the statute, code, or contract shall prevail. Any policy, procedure, condition, or function not addressed in statute, code, contract, or this manual shall remain solely with the discretion of the Edina Police Department, its Chief or designee.
- Subd. 3** This Operations Manual will provide guidelines to assist officers and other employees in their duties and responsibilities. Department members should take the time to read this manual thoroughly and familiarize themselves with its contents. Department members are responsible for knowing and implementing the provisions of this manual.

100.03 MAINTENANCE

Maintenance and the updating of the master copy of the Operations Manual shall be the responsibility of the staff officer assigned the task by the chief of police. When discrepancies are found to exist between the master manual and any other copy of the manual, the master copy of the manual shall supersede.

EDINA POLICE OPERATIONS MANUAL

Policy Number
100.00

Subject:

OPERATIONS MANUAL

Page 2 of 2

100.04 REVISIONS

Recommendations and/or requests for additions, deletions, or modifications of the Operations Manual should be forwarded through official channels to the chief of police. When appropriate, such revisions will be published and distributed.

100.05 CLARIFICATIONS

Ultimate interpretation of this manual rests with the chief of police.

100.06 VALIDITY

Should any portion of this Manual conflict with the law or any of its provisions found to be incorrect or not applicable, such portions are void. Such a finding does not affect the validity of the remaining portions of the Operations Manual, which shall remain in full force.

100.07 VIOLATION IMPLICATIONS

This manual is for the internal use of the Edina Police Department only. It is not intended to enlarge the civil or criminal liability of any department member. It should not be considered as the creation of a higher standard of safety or care in an evidentiary sense with respect to third party claims. Violations of the provisions of this manual, if proven, may form the basis of a complaint by the department and lead to disciplinary action. See section 320.19 of this manual for further information regarding discipline as related to policy violations.

100.08 APPLICABILITY

Subd. 1 The provisions of this Operations Manual shall apply to all members of the Edina Police Department, full-time, part-time, volunteer, sworn or non-sworn employees.

Subd. 2 When such action is necessary for the good of the Edina Police Department, the chief of police shall have discretion to deviate from any section of this Operations Manual or to authorize a subordinate department member to take such action.