

Laurel Police Department – General Order
Chapter IV, Section 400, Order 401 - Animal Warden / Parking Enforcement Officer
July 15, 2014

4 / 401.05 POLICY

It is the policy of this Department to enforce the City of Laurel ordinances relating to animal control and parking violations.

4 / 401.10 PURPOSE

To set guidelines for the enforcement of ordinances and laws relating to Animal Control and Parking Violations within the City of Laurel.

4 / 401.15 DEFINITIONS

None

4 / 401 .20 PROCEDURES

A. GENERAL

1. The Animal Warden / Parking Enforcement Officer shall report to, and be under the direction of the Support Services Supervisor.
2. The Animal Warden / Parking Enforcement Officer is not certified by the Maryland Police and Correction Training Commission to carry out police functions, therefore the following functions can not be performed:
 - a. The authority to apprehend or arrest anyone;
 - b. Supervise prisoners or provide any type of security related task; and
 - c. Detain or seize a citizen.
3. The Animal Warden / Parking Enforcement Officer will be authorized to carry / deploy a Departmental issued Taser and OC Spray.
 - a. Must satisfactorily complete department training reference Taser and OC carry and deployment.
 - 1) May only use these less-lethal tools as protection against vicious animals that may be encountered during the course of their duties.

B. ANIMAL WARDEN

1. Duties of the Animal Warden include but are not limited to:
 - a. Capturing animals running at large;
 - b. Picking up deceased animals from the streets within the city limits;
 - c. Transporting animals caught or deceased to the Prince George's County Animal Control facility and turning over same to the facility for disposition;
 - d. Assisting city residents with animal related issues, such as:
 - 1) Injured animals;

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- 2) Sick animals;
 - 3) Vicious animals;
 - 4) Trapped animals;
 - 5) Cruelty complaints;
 - 6) Deceased animals; and
 - 7) Nuisance animals.
- e. Completing the required paper work associated with the position and its functions.
 - f. Testify in a Court of Law, should occasion arise, on matters directly related to the functions of the position and/or actions taken during the performance of duties.

C. PARKING ENFORCEMENT OFFICER

- 1. Duties of the Parking Enforcement Officer include but are not limited to:
 - a. Issued parking tickets to vehicles that are in violation of the city parking ordinances;
 - b. Testify in a Court of Law, should occasion arise, on issued parking tickets;
 - c. Completing the required paper work associated with the position and its functions;
 - d. Assisting, if required, Police Officers in directing traffic; and
 - e. Other duties as assigned.

4 / 401.25 GOVERNING LEGISLATION AND REFERENCES

City of Laurel Code, Chapter 3, Articles I and II

City of Laurel Code, Chapter 17, Articles I, II, III, IV, and VII

General Order 4/401, Pit Bull Terriers

Local Government Insurance Trust, Risk Management Bulletin, No. 11, dated September 6, 2007

4 / 401.30 ANNEX

General Order 4 / 401A, Absence of Animal Control Officer