

**CITY OF FERGUSON  
OFFICE OF THE CHIEF OF POLICE**

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**House Checks**

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**HOUSE CHECKS****608.00 PURPOSE**

The purpose of this General Order is to establish the procedure for police personnel to respond to home checks when citizens are out of town.

**608.01 POLICY**

The purpose of this policy is to provide protection to residents who are away from their property and request assistance from the Ferguson Police Department.

**608.02 PROCEDURE**

When a resident of Ferguson requests the Police Department check their home while they are out of town, a vacation form will be completed by the records clerk, Monday - Friday 0900 - 1700 hrs, after hours this will be completed by the dispatcher/communication operator.

The dispatcher will enter the vacation address and relevant information into the in-house computer "desk book" section. When checking any "house check" residence, Officers will advise the dispatcher on the radio "**10-70**", documenting the service.

When the resident returns home and notifies the police department, the "desk book" entry will be removed from the computer by the dispatcher.

By order of:



COLONEL THOMAS JACKSON  
Chief of Police

Distribution  
All Department Personnel