



## **Duty Centenier - Role and Responsibilities**

- As duty Centenier you are on duty 24 hours for 7 days, you will have your own team of officers.
- Charging accused persons at Police Headquarters is another responsibility of all Centeniers, as duty Centenier you will receive a call to charge but before going down, please check with the Chef de Police.
- All Centeniers are expected to take on the role of presenting important cases in the Magistrates Court with discretion of the Chef de Police. Training is provided for this role to all Centeniers.
- During the Centeniers duty time a written log/ notes of all calls received must be written in a note book provided and passed onto the oncoming Centenier, (books provided by the Chef)
- While on duty it is expected you will hold the Parish Mobile phone and Pager.
- This then becomes your responsibility to answer all calls within a 24/7 period including answering the pager when called by the States Police.
- As duty Centenier you have the responsibility to make your own decision on resolving the matter received from the call. If you feel further advice is required there is always another Centenier that will advise.
- It's expected that the oncoming duty Centenier must be at the Parish Hall on the Wednesday night for Parish Hall Enquiries and to take over the duty from the off coming Centenier.
- The out going Centenier is also expected to be at the Enquiries night to hand over and exchange information about duties and also conduct Parish Hall Enquiries.



- When on duty the Centenier has a duty Vingtenier that he can call upon for assistance within that 24/7 period. In turn the Vingtenier has Co's to call upon as required.
- All officers must be made aware that they could be called upon at any time in the event of an all island emergency.
- Training is provided for all eventualities of Policing. Once accepted and sworn in as an officer arrangements will be with your representative Parish Training Officer.
- Patrolling duties are mainly done on a Friday and Saturday night. It is expected the Duty Centenier would arrange to at least do one patrol with his team during the duty week.
- There are other matters that have to be done more frequently such as curfews; the duty Centenier must make himself responsible to know this information when coming on duty; discuss with the duty Vingtenier when they can be done; one visit is expected to be done at any time during the duty week.
- Unless the Chef de Police is on holiday or medically absent from duty that person will always be contactable, failing this other Centeniers might be available.
- It is expected that all officers planning holidays inform the Chef giving as much notice as possible if it's going to affect their duty week. Illness must be informed if it's only going to affect the duty week.
- All officers are expected to attend the Parish Monthly Police meeting to gather and pass on information, circumstances for absence are accepted.