

**SAN DIEGO POLICE DEPARTMENT  
PROCEDURE**

**DATE:** MARCH 21, 2017  
**NUMBER:** 6.14 – PATROL  
**SUBJECT:** CODE SEVEN/COFFEE BREAK  
**RELATED POLICY:** 6.14  
**ORIGINATING DIVISION:** OPERATIONAL SUPPORT  
**NEW PROCEDURE:**   
**PROCEDURAL CHANGE:**   
**SUPERSEDES:** DP 6.14 – 03/21/2014

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**I. PURPOSE**

This Department procedure establishes guidelines for requesting a meal break.

**II. SCOPE**

This procedure applies to all uniformed members of the Department.

**III. BACKGROUND**

All uniformed department members, sworn and civilian, are permitted to suspend patrol or other assigned activity, subject to immediate call, to have one meal during a shift. The following factors should be considered:

- A. Available staffing;
- B. Calls for service;
- C. Time of day;
- D. Criminal activity; and,
- E. Traffic problems and related responsibilities.

**IV. PROCEDURES**

- A. Units on coffee breaks will remain in service and be available for radio calls.
- B. Suspension of patrol duties for Code Seven will not exceed one-half hour.
- C. Officers will be allowed Code Seven anytime during their shift, with approval from Communications Division.
- D. Meals or coffee breaks will not be taken in a private residence or any business declared to be "off limits" to officers, nor will officers leave the division for such purposes without first obtaining approval from their supervisor.
- E. No more than two officers at a time will use an eating place or any place such as a hospital for a Code Seven unless prior approval is obtained from a supervisor.
- F. Officers are not to take Code Seven at locations already occupied by other officers conducting official business, preparing reports, etc., nor will other officers routinely initiate such activity at a location already occupied by officers on Code Seven.
- G. All Code Sevens shall be listed on the officer's Daily Journal.