

PINEVILLE POLICE DEPARTMENT

GENERAL ORDER

SECTION 2: COMMAND / JURISDICTION

SUBJECT: 200 CHAIN OF COMMAND

EFFECTIVE: 03/01/2019

CHAIN OF COMMAND

1. To ensure that employees are aware of what is expected of them and to promote efficiency and responsibility, employees are accountable to supervisors.
2. There may be times when a supervisor has to give a command to an employee who is outside the chain of command.
3. The chain of command for the Pineville Police Department consists of the Chief of Police as the Department Head. Next in command during the Chief's absence, unless otherwise designated, is the Deputy Chief of Police. In the absence of the Chief of Police and the Deputy Chief of Police, the Assistant Chief of Police followed by a Bureau Commander assumes command. When all command officers are absent, the duty Patrol Lieutenant (or Sergeant) will assume command of the Department.
4. Each bureau or division is supervised by a Captain or Lieutenant. Each Bureau or Division Supervisor answers to the Deputy Chief under which his/her division falls. In instances where one of the Bureau Commanders is absent, his/her designee will assume command of the absent Commander's normal areas of responsibility.
5. Each employee is directly accountable to the immediate supervisor in charge of the division or shift to which they are assigned.
6. All correspondence and inquiries to the Chief of Police or other city offices regarding matters of employment will be routed by employees through the chain of command shown on the department's organizational chart and described herein.

Successful police service depends on the level of performance of its police officers. The level and efficiency of such performance is largely determined by the quality of supervision received.

Supervision can generally be defined as planning the work of personnel in an orderly manner, delegating authority and responsibility for the efficient accomplishment of tasks and following up task assignments to assure satisfactory completion. To this end, the following serve as general supervisory guidelines.

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- A. **COMMAND OFFICERS.** Captains and Lieutenants are command officers responsible and accountable for all aspects of their command. Within policy guidelines and legal constraints, a Captain or Lieutenant has authority to direct and coordinate assigned personnel and to allocate resources to achieve organizational goals and objectives. Captains and Lieutenants rely on policy, orders, directives, training and personal initiative to guide them in achieving the highest possible level of performance.
- B. **SERGEANTS.** Sergeants are the first level of supervision. Sergeants have the responsibility to guide, direct, motivate and train those personnel under their supervision. Sergeants serve as field supervisors and will respond to all serious felonies (i.e., robberies, rapes, serious assaults, homicides, and major property crimes).
- C. **STAFF AUTHORITY.** Is the authority by which a manager acts in an advisory capacity to other managers. The personnel who have staff authority have certain specific duties and specialties within a police department. Personnel who pose staff authority can give orders to others but the orders do not have to bind. If the officer given the order ignores the order and it is deemed at a later time that the staff managers position was correct then the person that ignored the order is obligated to disciplinary action.
- D. **FUNCTIONAL AUTHORITY.** Functional authority is acting in an advisory capacity since line managers are not obligated to follow the advice of staff authority. The exception exists when a staff a manager possess functional authority. The authority is present when a staff specialist is authorized by agency policy to issue binding orders. An example of this is an officer designated by the Chief of Police to control property. He/She may issue an order that shall be followed by all members because of the authority designated within their specialty by the Chief of Police.
1. **OPERATIONAL AUTHORITY.** Is that which is conferred or delegated to an officer or the Supervisor of a Task Force to enable him/her to perform or supervise the performance of an explicit task by an assigned group of personnel. For instance, a Sergeant may be allocated to the position of Firearms or Range Instructor. While there may be Lieutenants, Captains, etc. firing on the range, the Corporal has functional authority to supervise the operation.

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UNITY OF COMMAND. The principles of unity of command ensure efficient supervision and control within the Department. These principles are summarized below.

- A. Every employee has authority commensurate with his or her responsibilities.
Every employee is accountable for the use and/or lack of use of their authority.
- B. Each employee shall be accountable to only one supervisor at any time.
However, any supervisor may direct any subordinate regardless of who the subordinate's regular supervisor is.
- C. On-scene command is determined pursuant to the following guidelines.
 1. When members of the same organizational component are dispatched to or are present at any activity, the member assigned by radio to respond to the complaint shall be in charge of the situation until it is concluded or until properly relieved by a more senior officer.
 2. When a Patrol Services member and a Criminal Investigations member are at the same activity simultaneously, the Field Services member shall be in charge of the situation, unless the activity involves a major crime scene or search, in which case a Criminal Investigations member shall be in charge.
 3. The arrival of a more senior officer at an activity shall not be considered as an implicit assumption of control or command over the situation. The assumption of control or command over a situation must be made explicit and be communicated to the subordinate officers by the senior officer.

By order of

Darrell Basco
Chief of Police