

## Organizational Structure and Responsibility

### 200.1 PURPOSE AND SCOPE

This policy establishes the organizational structure of the Department and defines general responsibilities of department members.

### 200.2 POLICY

The Forest Heights Police Department will implement and maintain an organizational structure that provides clear and identifiable roles for command, control and guidance of the Department. Each position and assignment should have clearly identified responsibilities and a defined chain of command.

### 200.3 BUREAUS

The Chief of Police is responsible for administering and managing the Forest Heights Police Department. There are Two bureaus in the police department:

- Administrative Services Bureau
- Patrol Operations Bureau

#### 200.3.1 ADMINISTRATIVE SERVICES BUREAU

The Administrative Services Bureau is commanded by a Captain, whose primary responsibility is to provide general management, direction and control for the Administrative Services Bureau. The Administrative Services Bureau consists of technical and administrative services.

#### 200.3.2 PATROL OPERATIONS BUREAU

The Patrol Operations Bureau is commanded by a Lieutenant, whose primary responsibility is to provide general management, direction and control for the Patrol Operations Bureau. The Patrol Operations Bureau consists of uniformed patrol and special operations.

### 200.5 AUTHORITY AND RESPONSIBILITY

Each member will be assigned duties and responsibilities. Each member is delegated the authority necessary to effectively execute those responsibilities. Each member will also be held accountable for the appropriate application of that delegated authority.