

PORT HURON POLICE DEPARTMENT POLICY AND PROCEDURAL ORDER

		ORDER NO: 11-04
SUBJECT: Accountability/Authority/Responsibility		
EFFECTIVE DATE: Feb. 2, 1992	DISTRIBUTION: B	REVIEWED: 12/16/19 REVISED:
Requirements: NONE		
ISSUED BY: Chief Joseph A. Platzer		Forms: NONE

I. PURPOSE

The purpose of this order is to establish responsibility, authority and accountability for all employees.

II. POLICY

A. Supervisors are accountable for the performance of employees under their immediate span of control; however, supervisors are expected to address compliance and/or liability issues with any subordinate, or if time allows, bring the matter to the attention of the subordinate's immediate supervisor(s). To fulfill this responsibility supervisors are responsible for insuring compliance with departmental rules, regulations, policies, procedures, and other directives issued by proper authority. Supervisors are also responsible for providing guidance and assistance to their subordinates. Supervisors are given the authority necessary to properly fulfill their responsibilities.

1. In the absence of the chief or captain, the ranking supervisor on duty, irrespective of bureau/division assignment, shall have overall responsibility for, and the authority to direct all on-duty personnel. The ranking on-duty supervisor in each division shall have overall responsibility for and the authority to direct all on-duty personnel within their division.
2. All employees are directed to take assignments from their immediate superiors and not from anyone external to the police department. In any situation where persons outside the department attempt to give specific directions to personnel of this department, they are to be directed to the chief or captain.
3. When routine operations involve personnel from different divisions, the

supervisor of the unit initiating and/or assigned to the operation shall be the officer in charge. For example, when assisting detectives with an arrest, patrol officers shall be under the command of the investigations supervisor or detectives assisting patrol officers at the scene of a burglary shall be under the command of the patrol supervisor. In those situations where the initiating/assigned unit's supervisor is not immediately available, the highest ranking supervisor, detective, or officer at the scene may assume command.

4. Department policy is not to be changed without authorization of the chief of police except if an emergency or exigent situation dictates that change(s) be made. Whenever such change or necessity occurs, the supervisor who deviated from and/or changed policy shall insure that the chief of police is notified in writing through the appropriate chain of command.
5. Procedures of any bureau/division are not to be changed by a supervisor of another bureau/division except if an emergency/exigent situation dictates that changes be made. Whenever such a change is made or deviation occurs, the applicable supervisor will notify the captain in writing through the chain of command.
6. All employees are accountable for the improper use of, or failure to use, the authority delegated to them to carry out their oath, duties, and/or responsibilities.

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