

# PORT HURON POLICE DEPARTMENT POLICY AND PROCEDURAL ORDER

		ORDER NO: 11-09
SUBJECT: Goals and Objectives		
EFFECTIVE DATE: July 1, 1994	DISTRIBUTION: A	REVIEWED: 12/16/19 REVISED:
REQUIREMENTS: Annually the Captain will request and compile all agency goals and objectives and conduct final annual progress review.		
ISSUED BY: Chief Joseph A. Platzer		FORMS: NONE

## I. PURPOSE

To identify the procedure for establishing a clear mission statement, predicated on sound goal setting, and the methods used to annually gather input for the development of these goals from all agency personnel.

To articulate the responsibilities of all agency staff members regarding the handling and treatment of the citizens of our community.

## II. POLICY

Our mission is to provide the best of law enforcement service and public safety protection to the community, within available resources. Further, each member of the department, sworn or civilian, shall respect and uphold the individual and constitutional rights of every citizen.

It is the policy of the Port Huron Police Department to capitalize on the experience and expertise of all of its member's to solve problems, develop new procedures and make every effort to improve the overall performance of the agency.

This will be accomplished each year through the combined efforts of all employees who will be solicited for their input regarding the development and implementation of the department's goals and objectives.

## III. PROCEDURES

- A. Anyone who feels they have a valid suggestion reference the goals and objectives of the agency should submit their suggestion in writing to the chief of police.
- B. The chief of police, upon receipt of a suggestion, shall review it and when he deems it a valid and pursuable goal or objective, shall incorporate it within the agency's

overall goals and objectives.

- C. On a yearly basis, as part of the budget preparation process, the captain will be responsible for the combination of the goals of all the department's units into the formulation and updating of the Port Huron Police Department goals and objectives.
  - 1. The yearly goals and objectives will cover the calendar period from February 1<sup>st</sup> through to January 31<sup>st</sup> of each year.
  - 2. The department will make every effort to enlist the assistance of all members of the department in the formulation of the goals and objectives.
- D. All personnel will receive a copy of the annual written goals and objectives for the agency and for each organizational component within the agency.

IV. EVALUATING PROGRESS TOWARDS ATTAINMENT

- A. During the January staff meeting, the captain will ensure there is a discussion and analysis in reference to evaluating the progress towards the attainment of the department's goals and objectives by preparing for the following:
  - 1. Each division and bureau supervisor will prepare a written report on the progress of attaining those goals for their respective area of responsibility.
  - 2. Each goal and objective will be briefly discussed and a consensus reached on the progress towards the attainment of the goals and objectives.
  - 3. If there has been lack of progress towards a goal or objective, there will be a discussion on changes that will be made to further progress.
- B. A final review and discussion on the progress and success towards goal and objective attainment will be discussed at a regularly scheduled staff meeting.
  - 1. Each goal and objective will be discussed.
  - 2. A report on the department's success towards attainment of the year's goals and objectives will be completed by the captain and forwarded to the chief of police for his review.
  - 3. This report will be used to assist in the final formation of the following year's goals and objectives.

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