

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 Atlantic Beach 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 DIVISIONS

The Chief of Police is responsible for administering and managing the Atlantic Beach Police Department. There are two divisions in the Department:

- Administration Division
- Patrol Division

200.3.1 ADMINISTRATION DIVISION

The Administration Division is commanded by the Chief of Police, who is responsible for providing general management, direction, and control for the Administration Division. The Administration Division consists of technical and administrative services, crime analysis, and the police aide/assistant.

200.3.2 PATROL DIVISION

The Patrol Division is commanded by an assigned Lieutenant, whose primary responsibility is to provide general management, direction, and control for the Patrol Division. The Patrol Division consists of uniformed patrol, special operations, investigations, and property and evidence control.

200.4 COMMAND PROTOCOL

200.4.1 SUCCESSION OF COMMAND

The Chief of Police exercises command over all members of the Atlantic Beach Police Department. During planned absences, the Chief of Police will designate the Patrol Division Commander or a supervisor to serve as the acting Chief of Police.

Except when designated as above, the order of command authority in the absence or unavailability of the Chief of Police is as follows:

- (a) Patrol Division Commander
- (b) On-duty Watch Commander or other designee as determined by the Chief of Police

Atlantic Beach Police Department

Atlantic Beach Police Department Policy Manual

Organizational Structure and Responsibility

200.4.2 UNITY OF COMMAND

The principles of unity of command ensure efficient supervision and control within the Department. Generally, each member shall be accountable to one supervisor at any time for a given assignment or responsibility. Except where specifically delegated authority may exist by policy or special assignment (e.g., Bicycle Patrol), any supervisor may temporarily direct any subordinate if an operational necessity exists.

200.5 AUTHORITY AND RESPONSIBILITIES

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.