

## Chapter 6

### DIRECTION

Standards in this chapter relate to direction and supervision. They concern the need to recognize and establish the authority of the Chief of Police, designation of command during the absence of the Chief of Police and the accountability of supervisors for the performance of subordinates.

#### 6.1 Direction

**6.1.1 The department's Chief of Police is designated as having the authority and responsibility for the management, direction, and control of the operations and administration of the department.**

*Comments: The authority and responsibility of the Chief of Police are outlined in the Police Act. (M M M)*

**6.1.2 A written directive designates the order of precedence for command authority in the event of the absence of the Chief of Police.**

*Comments: A system of succession should be established to ensure that leadership is available when the Chief of Police is unable to act. (M M M)*

**6.1.3 A written directive states that supervisory personnel are accountable for the performance of employees under their immediate control.**

*Comments: To achieve effective direction, coordination, and control, supervisory personnel should be accountable for the performance of employees under their immediate supervision. This standard applies to each level of supervision within the department. (M M M)*

**6.1.4 A written directive requires employees to obey any lawful order of a superior, including any order relayed from a superior by an employee of the same or lesser rank.**

*Comments: To permit effective supervision, direction, and control, employees should promptly obey any lawful order of a superior. (M M M)*

**6.2 Written Directives**

**6.2.1 The department has a written directives system that includes the following:**

- o statements of department policy;**
- o procedures for indexing, purging, updating, and revising directives;**
- o Identification of the persons or positions, other than the department's Chief of Police, authorized to issue written directives.**

*Comments: The department should establish a formal written directives system to provide employees with a clear understanding of the constraints and expectations relating to the performance of their duties. (M M M)*

**6.2.2 A written directive establishes procedures for review of proposed policies, procedures, and rules and regulations prior to their submission for approval.**

*Comments: It is the intent of this standard to encourage procedures for the involvement of appropriate staff in review of written directives. The review process should include managers and representatives of employee groups directly affected by the directive. (M M M)*

**6.2.3 A written directive establishes procedures for dissemination of department written directives.**

*Comments: The intent of this standard is to establish a formal system for ensuring that written directives are distributed to appropriate personnel and included in appropriate manuals. (M M M)*