Asheville Police Department Policy Manual

Chapter: 1 - Organizational Structure
Policy: 101 - Department Structure
Previously: 1010 - Command and Control

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Introduction

To achieve and maintain high standards of excellence, the department's organizational structure must adhere to the basic organizational principles of unity of command, organization by function, delineation of responsibility, and delegation of authority.

Policy Statement

It is the policy of the Asheville Police Department (APD) to ensure the department is organized to promote the greatest efficiency in operation, management, accountability, and public service.

Rules and Procedures

101.1 Organizational Structure

A. The chief of police serves as the chief executive officer for the department. The department is organized into two (2) main bureaus, the Administration Bureau and the Operations Bureau. Refer to the organizational chart for a visual representation of departmental divisions.

B. The chief of police may assign other duties to each organizational component as required. The listed functions are not intended to be all-inclusive. [11.1.1]

101.2 Administration Bureau

A. The Administration Bureau provides department management, logistical, employee, and support services.

B. The Administration Bureau consists of three (3) divisions and two (2) sections: the Organizational Support Division, the Finance and Logistics Division, the Technology and Intelligence Division, the Technology Section, and the Data Accountability Section.

C. The Organizational Support Division includes:

1. The Recruitment and Hiring Section, which includes the Recruitment Unit and the Hiring Unit.
2. The Training and Career Development Section, which oversees the department's Training and Wellness Coordinators.
3. The Administrative Services Section, which includes the department's Records Unit.
4. The Property and Evidence Section.
5. The Planning and Accreditation Section.

D. The Finance and Logistics Division includes the Logistics Section and the Financial Services Section. The Financial Services Section includes the Business Services Unit.

E. The Technology and Intelligence Division oversees the Intelligence Section, Drone Unit, and Real-Time Intelligence Center.

F. The Data Accountability Section oversees the Crime Analysis Unit.

G. The Technology Section oversees the Technology Unit.

101.3 Professional Standards Section

A. The Professional Standards Section is responsible for internal affairs investigations, integrity and compliance functions, and oversees the department's secondary employment.

B. The Professional Standards Section reports directly to the chief of police.

101.4 Operations Bureau

A. The Operations Bureau oversees all direct law enforcement responses, including patrol operations, the investigations division, and specialty teams. This includes the administration of select support units, such as the Forensics and Victims Services Units.

B. The Operations Bureau consists of three (3) divisions: the Criminal Investigations Division, the Patrol Operations Division, and the Specialized Operations Division.

C. The Criminal Investigations Division includes two sections:

   1. The Special Victims and Investigations Section includes the Special Victims Unit, General Investigations, and Victim Services.

   2. The Strategic Investigations Section includes the Major Case Unit, Street Crimes Unit, and Forensics Unit.

D. The Patrol Operations Division includes the department's patrol districts (Adam, Baker, Charlie, and David).

E. The Specialized Operations Division includes the Special Operations Section, which oversees public housing officers, school resource officers, and traffic safety officers.

101.5 Organizational Chart

A. The organizational chart visually shows the department's overall structure and reflects the formal lines of authority and communication. It is available to all employees and will be reviewed and updated as needed.

B. The Organizational Support Division will maintain a current version of the organizational chart. [11.1.2]

By order of:



Jackie Stepp
Interim Chief of Police