
CHAMPAIGN POLICE DEPARTMENT

POLICY AND PROCEDURE

POLICY NUMBER: 11.2

SUBJECT: UNITY OF COMMAND

EFFECTIVE DATE: 10/1/09
REVISED DATE:

REFERENCE ILEAP: ADM.07.04

INDEX AS:

11.2.1 UNITY OF COMMAND
11.2.2 ORGANIZATIONAL COMMAND

PURPOSE:

The purpose of this policy is to promote efficiency and responsibility within the Department, to avoid confusion among employees, to establish accountability and determine who is in command of a particular operation.

DEFINITIONS:

Unity of Command: The concept that each individual in the organization has one, and only one, immediate supervisor.

Chain of Command: Formal lines of communication going downward or upward within the organizational hierarchy through each successive level of command.

Organizational Component: A subdivision of the department, such as a division, section, or unit, or position that is established and staffed on a full-time basis to provide a specific function.

POLICY:

11.2.1 UNITY OF COMMAND

A. It is important that only one person be in complete command of each situation and also that only one person be in direct command or supervision of each employee. Therefore, to ensure unity of command:

1. Clearly defined lines of authority have been drawn so that each employee is accountable to only one supervisor at any given time, and
2. A relationship in the organizational structure has been established between each employee and the Chief of Police.

B. Employees should strive at all times to operate within the chain of command and to keep their supervisors informed about their activities.

11.2.2 ORGANIZATIONAL COMMAND

A. Each organizational component is under the direct command of one supervisor. But, while superiority of rank does not ordinarily authorize supervisors to assume command or supervision over subordinate personnel outside their organizational component, there are two circumstances in which this action is warranted:

1. In situations involving unsuitable or improper action on the part of an employee of lesser rank, or
2. In emergency situations, such as at the scene of a serious crime, major event, or catastrophe, a supervisor may demand and shall receive assistance in performing essential tasks from any lesser employee, regardless of the organizational component to which he is regularly assigned. These situations demand immediate action in order to accomplish the police mission and uphold the reputation of the Department.

B. No civilian personnel have line authority over any sworn police officers of this Department.

ISSUING AUTHORITY



Anthony D. Cobb
Chief of Police
Champaign Police Department