



# Graham Police Department

## Standard Operating Policies and Procedures

### Policy 2 Chain of Command

#### DEPARTMENT POLICY

It shall be the policy of the Graham Police Department to establish a chain of command structure which will be responsive to Graham City Government Department employees and the community.

#### PURPOSE

This policy explains the Department's command structure.

##### 1. Routine Communications

- A. Information within the Department should flow up and down the established rank structure:

POLICE CHIEF  
ASSISTANT CHIEF  
LIEUTENANT  
SERGEANT  
CORPORAL  
POLICE OFFICER

- B. Orders given by superior officers shall have the full authority of the Chief of Police, unless these orders are in violation of law and/or Department policy. Should this occur, the officer shall bring this conflict to the issuing supervisor's attention. The supervisor then assumes the responsibility for correcting the order and/or the responsibility of its consequences. No employee shall obey an order which they know are in violation of federal, state or local laws.
- C. All lawful orders shall be promptly obeyed.

##### 2. Emergency Communications:

- A. Under certain emergencies the chain of command may be broken. These situations should be rare but could be situations in which the officer's immediate supervisor is not readily available and time does not permit waiting for his or her availability. In breaking the chain of command, the officer should be able to

present good cause for jumping rank.

3. Internal Investigations

- A. During internal investigations it may be necessary to communicate outside the chain of command.
- B. In cases in which the officer wishes to report dishonesty within the Department, the officer should report the information directly to the Chief of Police.

4. Elected City Official

- A. The Chief of Police shall be the official spokesman for the Graham Police Department.
- B. Police officers shall be cordial but shall not discuss department concerns with elected City Officials.

5. Grievance within the Chain of Command

- A. Officers having a grievance shall comply with the grievance procedure contained in the City of Graham Personnel Policy Manual.