

OPD - 5.1

DEPARTMENTAL GENERAL ORDER

OLIVETTE POLICE DEPARTMENT OFFICE OF THE CHIEF OF POLICE

Index as:

Department Organization

Bureau of Field Operations

Bureau of Investigations

Bureau of Support Services

Office of the Chief of Police

Police Chaplains

Police Records

Administrative Services

DEPARTMENT ORGANIZATION

I. PURPOSE

The purpose of this General Order is to establish the organizational structure within the Department.

II. STRUCTURE

POSITION

RANK

Chief of Police

Colonel

Deputy Chief

Major

Bureau of Investigations Commander

Lieutenant or Sergeant

Bureau of Support Services Commander

Lieutenant

Patrol Commander

Lieutenant

Patrol Supervisor

Sergeant or Corporal

Patrol/Community Engagement/Detective

Police Officer

Police Records Technician

Civilian

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III. DEPARTMENT ORGANIZATION:

A. The Department is organized into three (3) major bureaus. Bureau Commanders may issue rules, regulations, and guidelines for their respective bureaus to implement the policies of the Chief of Police.

1. Bureau of Field Operations: The Bureau of Field Operations is commanded by two (2) Lieutenants. The bureau consists of four (4) squads of one (1) Lieutenant, one (1) Corporal, and two (2) Patrol Officers or one (1) Sergeant, one (1) Corporal, and two (2) Patrol Officers. Unless otherwise directed by the Chief of Police, seniority will dictate who commands a squad when supervisors of the same rank are working. The Bureau of Field Operations is responsible for the systematic patrol of the city, for the prevention and suppression of crime, the arrest of law violators, the protection of life and property, the preservation of peace, the enforcement of traffic laws and ordinances, the development and implementation of community policing outreach and collaboration programs and to perform other such duties as may be assigned by the Chief of Police.

2. Bureau of Investigations: The Bureau of Investigations is commanded by a Lieutenant or Sergeant. The Bureau includes the Criminal Investigation Unit, as well as Juvenile operations. The Bureau is responsible for investigation of criminal activities, safekeeping of property and evidence, pre-employment background investigation, liquor license investigations, special investigations, internal affairs investigations, and other duties as may be assigned by the Chief of Police. The detectives in this Unit will also act as Bailiff and court security for the City's Court proceedings.

3. Bureau of Support Services: The Bureau of Support Services is commanded by a Lieutenant. The Bureau is responsible for Departmental policy development, strategic planning, oversight of the CALEA Accreditation process, emergency management functions, internal affairs investigations, and other duties as may be assigned by the Chief of Police. This bureau also contains the functions of the Community Engagement Officer assignment and Police Records Technician.

B. Office of the Chief of Police:

1. The Deputy Chief is the commander of Department operations and reports directly to the Chief of Police.

The Deputy Chief also serves as the Inspector of Police, and as such, is responsible for ensuring the objective and comprehensive investigation, reporting, and maintenance of records of allegations of misconduct by Department employees. The Deputy Chief reports all internal affairs matters directly to the Chief of Police.

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2. Police Chaplains are appointed by the Chief of Police. The Chaplains will represent various faiths, when possible, and will be available to offer spiritual guidance and support to employees, their families, and citizens of the community.
3. Fleet Maintenance
4. Computer Systems
5. Other support services as may be assigned by the Chief of Police

This General Order supersedes all prior directives and orders inconsistent therewith.

BY ORDER OF:

Signature on File

Beth M. Andreski

Chief of Police

Effective date: 02/06/2009

Revised: 5/23/2016

Revised: 2/22/2018.

Revised: 7/24/2020

Revised: 4/14/2023

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Expiration: Indefinite



ORGANIZATIONAL CHART

