


Department of Public Safety
Police Division
Policies and Procedures

<u>Title</u> Allocation and Distribution of Personnel	<u>SOP Number</u> 3.3.300
Approval Signature 	
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Allocation and Distribution of Personnel

- I. **Purpose:** The purpose of this policy is to develop a means for determining personnel deployment and resources which is based on workload assessments and analyses.
- II. **Policy:** It is the policy of the University of Cincinnati Police Division (UCPD) to deploy personnel and resources in the most effective manner to achieve the mission and goals of the agency.

III. Definitions:

Public Safety Portal (PSP): A web-based system designed to track activity, inform of crime trends, and allow for information sharing and collection. PSP automatically pulls data from several data sources to provide real time information regarding public safety activity.

IV. Procedure:

A. Staffing Table

- 1. The University of Cincinnati will maintain a staffing table that provides the total personnel strength as authorized by The University of Cincinnati. This strength consists of sworn police officers, security officers and civilian support personnel.

B. Reassessing Personnel Allocation

- 1. The department will periodically reassess the allocation of personnel in accordance with current workload demands.

C. Reassessment of Personnel Distribution

- 1. The command staff will reassess the distribution of personnel periodically. This is in accordance with current workload demands and budget resources.

D. Reporting Area Map

- 1. The reporting areas consist of the areas outlined on area maps. The area includes all property located in the East Campus, the West Campus, as well as outlying off campus properties. A map of the University reporting areas is maintained and utilized for the purposes of distributing patrol personnel.

E. Incidents by Reporting Area

- 1. Incidents will be tabulated by campus on an ongoing basis.

F. Distribution of Patrol Personnel

- 1. Patrol personnel are distributed in accordance with the temporal and geographic distribution of incidents to equalize individual workloads. Information on temporal concerns is acquired from the crime statistic information obtained within the Public Safety Portal (PSP).

G. Patrol Beats

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1. Due to the unique position of the University, beats are assigned to cover the East and West Campuses, special assignments as well as outlying property. The amount of officers assigned to patrol a particular area is based upon the frequency and type of incidents.