POLICY AND PROCEDURE

NO.330



Chief's Conference Room			
Date Issued	Date Effective	Revision No.	No. of pages

Please request in writing your desire to use the Chief's Conference Room and forward it to the Chief's Office.

Please state the date and time so that we may keep a record and avoid duplication.

Your cooperation is appreciated.

Per:

James M. Gallagher Chief of Police

JMG:GJG:km