



COMMAND, SUPERVISION & DIRECTION

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I. POLICY

It is the department's policy to adopt and follow generally accepted principles of command, direction and supervision.

II. COMMAND

A. Chain of Command

Except in emergency situations, all Department employees are expected to observe the established chain of command.

B. Unity of Command

Each organizational component of the department is under the direct command of only one supervisor. Each employee is accountable to only one supervisor at any given time.

C. Authority of the Chief of Police

Section 543 of the Anne Arundel County Charter designates the Chief of Police as being responsible for managing the operations and administration of the Police Department.

D. Order of Rank

The order of rank for sworn personnel is:

1. Chief of Police
2. *Assistant Chief of Police*
3. Deputy Chief of Police
4. Police Major
5. Police Captain
6. Police Lieutenant
7. Police Sergeant
8. Police Corporal
9. Police Officer/First Class
10. Police Officer

E. Direction and Supervision

1. Span of Control

Span of control refers to the number of subordinates under the immediate and functional control of a single supervisor. First-line supervisors *should be* limited to full-time supervision of a maximum 12 employees or 8 patrol beats. The exact span of control may be adjusted temporarily by a bureau commander for an operational purpose.

2. Delegation of Authority

Responsibility delegated to employees will be accompanied by commensurate authority. At every level within the department, employees will be given the authority to make decisions necessary for the effective accomplishment of their responsibilities.

3. Command Authority

Command or supervisory personnel retain command powers over all subordinates within the department, but *may* exercise such powers over subordinates outside their usual command only in situations where the department or law enforcement purpose is better served, or when the reputation of the department is jeopardized.

4. Accountability for Use of Authority

Each employee is accountable for the use of delegated authority, and the failure to use it.

5. Accountability of Supervisors

Supervisory personnel are accountable for the performance of employees under their immediate control. This applies to all levels of supervision within the department. Employees must be apprised of their specific duties and responsibilities upon hiring, and upon transfer to other positions in the department. Position descriptions and job responsibilities are available from the Personnel Section.

6. Obedience to Orders

Employees are required to obey any lawful order of a superior, including any order relayed from a superior by an employee of the same or lesser rank.

7. Conflicting Orders

In the event an employee is given two different orders that conflict, the employee must point out the conflict to the supervisor issuing the second order. In the event the second order is not altered or retracted, the employee must obey the order issued last in time and may not be held responsible for disobedience of the order issued first in time.

When a supervisor is advised of the existence of conflicting orders, the supervisor is responsible for resolving the situation so that employees are not confronted with having to choose between conflicting orders.

F. Absence of the Chief of Police

The following rules apply to the extended absence or incapacitation of the Chief:

1. Prior Designation of Acting Chief

Whenever the Chief of Police is absent from duty, the Chief *may* appoint an Acting Chief who will receive no additional compensation, but will possess all powers, authority, and duties conferred by statute upon the Chief of Police, subject to the following provisions:

- a. The Acting Chief may not promote nor demote any member of the department without authorization of the Chief.
- b. The Acting Chief may make temporary transfers. However, such transfers are considered permanent only when approved by the Chief.
- c. The Acting Chief may not permanently change any department-wide policy, rule, regulation or procedure.

2. No Prior Designation of Acting Chief

Whenever the Chief of Police is absent or unable to manage the operation of the department, without having appointed an Acting Chief of Police, the following personnel will assume such duty in the order listed below:

- a. *Assistant Chief of Police*
- b. Deputy Chief of Police, Patrol & Community Services
- c. Deputy Chief of Police, Support & Administrative Services
- d. Police Major, Bureau of Patrol
- e. The next senior ranking officer by rank and then: within the same rank, by date of appointment to current rank and then: within rank and date of appointment to rank, by length of service with the department.

III. COMMAND PROTOCOL

Except where noted below, when personnel from two or more subdivisions of the department are engaged in a single operation, the highest-ranking officer at the scene will assume command. In the case of equal ranks, the senior ranking

officer in date of appointment to rank will assume command. There are a limited number of incidents where command protocol is specifically enumerated. The designated command protocol will be followed in the following cases:

1. *In cases where a particular department component has primary responsibility for the operations or investigation of an incident or event, deference should be made to the senior ranking officer, supervisor, or commander from that component who is at the scene. Incident Command may be transferred to a qualified member of that component; and/or members of the component may be delegated to lead and control relevant activities on scene, consistent with any other relevant policy.*
2. Hostage/Barricades – *Command protocols must be consistent with Index Code 2308: Hostage and Barricade Incidents.*
3. During the temporary absence of supervisors, when no other designation has been made, command automatically becomes the responsibility of the senior ranking subordinate of the component. For this purpose, seniority is established first by rank, and second by length of service within that rank. In cases of equal rank and length of service within rank, command falls to the officer with the greater length of service with the department.

IV. PROPONENT UNIT: Office of the Chief of Police.

V. CANCELLATION: This directive cancels Index Code 202, issued *08-31-23*.