

15.00.060 UNITY OF COMMAND

(CALEA 11.2.1 & 11.2.2)

To ensure unity of command, clearly defined lines of authority have been drawn to ensure each employee is accountable to only one supervisor at any given time. Also, each organizational component is under the direct command of only one supervisor.

Whenever a senior employee gives an order to any subordinate employee not attached to their unit or assignment, that senior employee must exercise care that such an order does not unnecessarily conflict with those of the commanding officer of that division or section to which the member is assigned.

Whenever orders, so given, require the employee receiving the order to leave their regular assigned post or duty, the senior employee giving such order will, as soon as practicable, inform such subordinate's commanding officer of the action taken.

When more than one supervisor is working and there exists potential for an employee to receive direction from more than one supervisor, the employee will follow the guidelines set forth in the policy on **Department Orders** in this manual.

In all matters relating to policy and procedures, rules and regulations, employees will strive to resolve them with their immediate supervisor prior to consulting the next higher rank.

Note: An employee's direct supervisor is the supervisor that the employee is working for on any given day of work.

In situations involving personnel of different functions engaged in a single incident, the ranking supervisor present from the organizational component responsible for the incident shall be deemed to have supervisory control.

When an incident or emergency involves more than one division, and/or more than one section, the overall command will be assigned to the commander, or their designee, of the Division/Section initiating the Department action.

Nothing in this procedure is designed to inhibit the Department's open door policy or inhibit employee suggestions or feedback. Employees responsible for a specified function or functions will have input in the formulation of procedures designed to accomplish those functions and Departmental goals.

No civilian personnel have line authority over any sworn police officers of this Department.