

JACKSONVILLE POLICE DEPARTMENT

Policy: 1-3

Effective: 01-01-14

Revised: 01-19-21

COMMAND PROTOCOL & SUPERVISORY ACCOUNTABILITY

PURPOSE: The purpose of this policy is to establish the responsibilities of the Chief as well as an order of precedence for command of the Department when the Chief of Police is unavailable.

POLICY:

- I. **RESPONSIBILITIES OF THE CHIEF (1.07)**
A.C.A §14-52-202 authorizes the appointment and designates the Chief of Police as the Chief Executive Officer of the Police Department. This appointment makes the Chief of Police responsible for the protection of lives and property in the City of Jacksonville. The Chief is responsible for the organization, control, and direction of personnel and resources within the Police Department.
- II. **COMMAND/ANTICIPATED ABSENCES OF THE CHIEF**
During anticipated absences for extended periods, the Chief of Police and/or the Mayor will designate, in writing, an "Acting Chief of Police."
- III. **COMMAND PROTOCOL DURING EXCEPTIONAL SITUATIONS**
 - A. In the event the Chief of Police is unavailable due to being incapacitated, or a similar unplanned exigency, command of the Department shall rest with the highest ranking officer available.
 - B. The sequential order of command will be as follows:
 1. The senior Captain down to the junior Captain. Should an exigency/crisis negate their presence, next in secession would be:
 2. The Patrol Lieutenant on duty. Should the exigency negate their presence, next in secession would be:
 3. The senior Lieutenant within the Department.
- IV. **COMMAND PROTOCOL / DIFFERENT DIVISIONS**
Command protocol in situations involving officers from different Divisions, engaged in a single operation, shall be established as follows:
 - A. In the event that several officers respond to the scene of any police incident, the ranking officer shall assume command and direction of police personnel.
 - B. When the command structure cannot be distinguished easily by rank, responsibility of command remains with the commanding officer having primary functional responsibility.
 - C. When command structure is distinguished easily by rank, but the commanding officer having primary functional responsibility is of a lower rank, responsibility of the command remains with the command officer of the highest rank.
 - D. When an employee of Criminal Investigations Division responds to a crime scene, the C.I.D. officer, regardless of rank, assumes responsibility of the scene.
- V. **COMMAND PROTOCOL / DAY-TO-DAY OPERATIONS**
During day-to-day Department operations, command protocol and chain of command will conform to Policy 2-2: Organizational Chart.

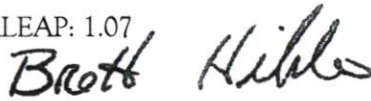
VI. AUTHORITY AND RESPONSIBILITY

- A. Responsibility given to every officer shall be accompanied by the appropriately proportionate authority, regardless of rank. Authority to execute required activities of a particular division in the Department is delegated by the Chief of Police through the command structure to individual employees.
- B. Accountability for the use of delegated authority attaches to each employee. Each employee is also accountable for the failure to use delegated authority in accomplishing the responsibilities of his position. This will be measured through the performance evaluation process.

VII. ACCOUNTABILITY FOR PERFORMANCE OF SUBORDINATES

Supervisors are accountable for the performance of Department personnel under their immediate control and supervision. Employee performance, both positive and negative, should not go unnoticed by supervisors. Supervisors are accountable to apply the Rules of Conduct and Department policies fairly to their subordinates while working to accomplish the goals and objectives of the Department.

ALEAP: 1.07



Brett C. Hibbs
Chief of Police