



GENERAL ORDER

DATE OF ISSUE

1 January 1964

EFFECTIVE DATE

1 January 1964

GENERAL ORDER NO.

64-1

SUBJECT
OPERATIONS COMMAND AND ASSISTANT DEPUTY SUPERINTENDENTS FOR FIELD SERVICES

AMENDS

REFERENCE

RESCINDS

Department General Order 61-1

I. PURPOSE

This order:

- A. Establishes the Operations Command in the Office of the Deputy Superintendent for Field Services, and outlines its functions.
- B. Defines the authority and responsibilities of Assistant Deputy Superintendents for Field Services.

II. OPERATIONS COMMAND

The Deputy Superintendent for Field Services will staff his office at all times to provide a central location to be known as the Operations Command, which will:

- A. Receive and take appropriate action on telephone, telegraph, teletype and radio communications from individuals, both in and outside of the Department, and agencies outside the Department which would normally require attention by the Superintendent, the Deputy Superintendent for Field Services, or his Chiefs, were they readily available. Examples of such services which are now in operation are:
 - 1. maintaining direct teletype communication with Civil Defense.
 - 2. receiving information on religious and racial incidents.
 - 3. notifying Bomb and Arson specialists during other than duty hours.
 - 4. adjusting personnel to fill essential assignments.
 - 5. notifying Department Chaplains when their services are indicated.
 - 6. informing other governmental agencies of certain incidents.
 - 7. receiving requests for Building Maintenance services during other than normal business hours.
- B. Be headquarters for the Assistant Deputy Superintendents for Field Services and act under their command during such times as the Deputy Superintendent for Field Services is not on duty.
- C. Meet the needs of the Department for:
 - 1. emergency information such as personnel files when the Personnel Division is not operative.
 - 2. equipment such as replacement revolvers, ammunition, stars and shields.
- D. Perform such additional services as are indicated for their function and as may, from time to time, be specified in directives.

III. AUTHORITY AND RESPONSIBILITIES OF ASSISTANT DEPUTY SUPERINTENDENTS FOR FIELD SERVICES

Assistant Deputy Superintendents for Field Services are under the command of the Deputy Superintendent for Field Services, and will:

- A. While on duty during such times as the Superintendent or the Deputy Superintendent for Field Services are not readily available, act with their authority.
- B. Apply pressure to improve Department performance by bringing to the attention of the responsible commanders and supervisors, failures on the part of their subordinates to enforce City Ordinances and State Statutes and to conform to the rules, regulations, directives and policies of the Department.

- C. Proceed to the scenes of incidents which require significant police attention to insure that the operations of the Department are coordinated, concentrated, controlled and commanded to best accomplish the preservation of order, the protection of life and property, the prevention of crime, the apprehension of offenders and the assistance to the public.
- D. Assist all members of the Department on matters of procedure by providing advice and interpreting directives and policies.
- E. Evaluate all requests by other police departments for assistance and approve and implement those that are consistent with the policy of our Department.
- F. Assist in implementing Department press policy.
- G. Continually inspect and evaluate the operations of the Department with particular attention to deficiencies or improprieties in:
 - 1. the personal conduct of members.
 - 2. the performance of official duties.
 - 3. the adequacy, maintenance or use of facilities and equipment.
 - 4. the accomplishment of Department programs.
 - 5. the adherence to Department policy.
- H. Report to the Deputy Superintendent for Field Services:
 - 1. all matters of significance which come to their attention.
 - 2. deficiencies or improprieties such as those enumerated in Paragraph III-G.
 - 3. their suggestions for the improvement of the police service and such suggestions as they receive for its improvement which they believe deserve consideration.
- I. Maintain continuous contact with the Communications Center in order to insure their availability for immediate response to incidents or matters requiring their attention.


 Superintendent of Police

Distribution: "B"

I have read and understand this order.

Signature

Date