



GENERAL ORDER

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19 February 1970

NO.

70-3

SUBJECT

RESPONSIBILITIES OF THE AREA AND UNIT COMMANDERS OF THE TRAFFIC DIVISION

DISTRI-BUTION

B

AMENDS

REFERENCE

General Order 67-25, item III-C-3
General Order 70-2

RESCINDS

RESCINDED by G.O. 75-4

I. PURPOSE

This order defines the responsibilities of the area and unit commanders of the Traffic Division.

II. AUTHORITY

Area and unit commanders:

- A. will exercise within their areas and units the authority of the Chief of the Traffic Division, with the limitation that all their acts and decisions are subject to review by the deputy chiefs of the Traffic Division.
- B. are directly responsible to the Chief of the Traffic Division.

III. GENERAL RESPONSIBILITIES

The area or unit commander will:

- A. ensure that all policies and procedures adopted by the Department are implemented at his level of authority. This includes supporting the philosophy that the community is entitled to the highest level of police service that can be provided by the Department. He will lead, direct, and command the traffic force in his area or unit by this philosophy.
- B. ensure the most efficient and effective use of personnel assigned to his command by:
 - 1. utilizing training, direction, reporting, and inspection.
 - 2. constantly evaluating individual talent and performance.
 - 3. promptly recognizing and commending outstanding performance by members of his command and being equally prompt in taking corrective action when instances of misconduct or inattention to duty are observed.
- C. administer his command so that efficient use is made of personnel and equipment in a planned traffic supervision program.
- D. recognize the value of supervision in achieving maximum effectiveness in operations.
- E. cooperate with the news media in compliance with Department policy.

IV. SPECIFIC RESPONSIBILITIES

Responsibilities of the area or unit commander will include, but are not limited to, the following:

- A. Ensuring that Department policies and procedures as described in Department, bureau, and division directives are being complied with by all members of his command.
- B. Reporting to his respective deputy chief on the nature, extent, and distribution of traffic problems and other major police matters that come to his attention. Reports will indicate any significant changes and will include action taken or proposed.
- C. Being directly accountable for traffic conditions in his sphere of responsibility by effectively utilizing his manpower to fulfill assignments in accordance with the schedule of priorities established by the Chief of the Traffic Division.
- D. Directing personnel under his command to take proper action in all non-traffic and criminal incidents coming to his attention and to take all steps necessary to ensure compliance.
- E. Ensuring efficient operation by constantly reviewing performance such as:
 - 1. prompt response to calls for service.

- 2. return to availability status without delay.
- F. Reporting to the Chief of Traffic, through his respective deputy chief, on training needs and making recommendations for improving Department operations.
- G. Making full use of roll call for training and inspecting personnel by:
 - 1. acquainting them with traffic and Department problems.
 - 2. emphasizing areas of accomplishment or failure.
- H. Requiring proper use, care, and maintenance of Department vehicles, equipment, and facilities.
- I. Ensuring that all personnel of his command maintain a neat and proper appearance.

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Superintendent of Police

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