

Hamden Police Department General Orders

Policy Number: 006-001

Effective Date: August 01, 2005

Section: Planning and Research

Rescinds:

Title: Planning and Research

Approved By:

Approval Date:

PURPOSE

To establish a planning and research function and delineate areas of responsibility.

POLICY

Planning is a function of command and as such, planning will be carried out by all commanding officers and supervisors in the Department under the direction of the Deputy Chief. The function of the Department's planning and research component will include crime analysis, multi year planning, operations planning, budgeting, manpower allocation alternatives, systems analysis and contingency planning.

Procedures

A. Command Responsibility.

1. The overall command responsibility for the planning and research function of the Department will rest with the office of the Deputy Chief.

B. Planning and Research Functions.

1. The planning and research responsibilities of the Deputy Chief will include, but not be limited to:
 - a. Budget development
 - b. Forms control
 - c. Grant Management
 - d. Strategic Operational Planning

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C. Operational Activities.

1. On a semi-annual basis, the Deputy Chief will analyze operational activities, including:
 - a. Type of activities performed
 - b. Locations
 - c. Times
 - d. Dates

2. The Deputy Chief will compile a written report of his findings.

D. Dissemination of Reports.

1. The Deputy Chief will insure that Division Commanders receive any analytical reports or studies pertinent to their respective Divisions.

2. Division Commanders will utilize this information in their planning and research efforts.

E. Multi Year Plan.

1. The Deputy Chief will annually update a multiyear plan including:
 - a. Goals and operational objectives
 - b. Anticipated work load and population trends
 - c. Anticipated personnel levels
 - d. Anticipated capital improvements and equipment needs