

Organizational Structure and Responsibility

200.1 PURPOSE AND SCOPE

The organizational structure of this department is designed to create an efficient means to accomplish our mission and goals and to provide for the best possible service to the public.

200.2 BUREAUS

The Chief of Police is responsible for administering and managing the San Leandro Police Department. There are two bureaus in the Police Department as follows:

- Bureau of Operations
- Bureau of Services

200.2.1 BUREAU OF OPERATIONS

The Bureau of Operations is commanded by a Captain whose primary responsibility is to provide general management direction and control for the Bureau of Operations. The Bureau of Operations consists of the Patrol Division, Criminal Investigations Division, and the Traffic Division.

200.2.2 BUREAU OF SERVICES

The Bureau of Services is commanded by a Captain whose primary responsibility is to provide general management direction and for Bureau of Services. The Bureau of Services consists of the Professional Standards and Training Unit, Support Services Division, and Special Projects.

200.2.3 PATROL DIVISION

The Patrol Division is commanded by Lieutenants whose primary responsibility is to provide general management direction and control for the Patrol Division. The Patrol Division consists of Patrol Shifts, K-9 Unit, Bicycle Unit and Bayfair Mall Officer.

200.2.4 CRIMINAL INVESTIGATION DIVISION

The Criminal Investigation Division is commanded by a Lieutenant whose primary responsibility is to be the Department's Press Information Officer and to provide general management direction and control for the Criminal Investigation Division. The Criminal Investigation Division consists of the Crimes Against Persons Unit, Property Crimes Unit, Special Victims Unit, School Resource Officer Unit, Crime Suppression Unit and the Property and Evidence Unit.

200.2.5 TRAFFIC DIVISION

The Traffic Division is commanded by a Sergeant whose primary responsibility is to provide general management direction and control for the Traffic Division. The Traffic Division consists of the Motor Unit, Commercial Enforcement Unit, Community Compliance Section, Parking Enforcement Unit, Animal Control Unit, Red Light Camera Program and Special Events.

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200.2.6 SUPPORT SERVICES DIVISION

The Support Services Division is commanded by the Support Services Manager whose primary responsibility is to provide general management direction and control for the Support Services Division. The Support Services Division consists of the Communication Center and Records Unit.

200.3 COMMAND PROTOCOL

200.3.1 SUCCESSION OF COMMAND

The Chief of Police exercises command over all personnel in the Department. During planned absences the Chief of Police will designate a Bureau Captain to serve as the acting Chief of Police.

Except when designated as above, the order of command authority in the absence or unavailability of the Chief of Police is as follows:

- (a) Captain
- (b) Lieutenant
- (c) Sergeant

In situations requiring decision or control where the officers are of equal rank, the senior officer will make the decision and exercise control, unless otherwise directed by a higher authority.

200.3.2 UNITY OF COMMAND

The principles of unity of command ensure efficient supervision and control within the Department. Generally, each employee shall be accountable to one supervisor at any time for a given assignment or responsibility. Except where specifically delegated authority may exist by policy or special assignment (e.g., K-9, SWAT), any supervisor may temporarily direct any subordinate if an operational necessity exists.

200.3.3 ORDERS

Members shall respond to and make a good faith and reasonable effort to comply with the lawful order of superior officers and other proper authority.

200.4 RESCINDED POLICY

This policy rescinds San Leandro Operations Directive 87-23.