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## Organizational Structure and Responsibility

### 200.1 PURPOSE AND SCOPE

This policy establishes the organizational structure of the Department and defines general responsibilities of department members.

### 200.2 POLICY

The Greece Police Department will implement and maintain an organizational structure that provides clear and identifiable roles for command, control and guidance of the Department. Each position and assignment should have clearly identified responsibilities and a defined chain of command.

[See attachment: Greece Police Department Table of Organization 5.24.2023](#)

### 200.3 BUREAUS

The Chief of Police is responsible for administering and managing the Greece Police Department. There are three bureaus in the department:

- Administration Bureau
- Operations Bureau
- Internal Standards and Compliance Bureau

#### 200.3.1 ADMINISTRATION BUREAU

The Administration Bureau is commanded by an assigned Deputy Chief, whose primary responsibility is to provide general management, direction and control for the Administration Bureau. The Administration Bureau consists of:

- Staff Services
- Budget/Purchasing
- Training
- Quartermaster
- Motor Pool
- Administrative Services (, policy/procedure maintenance, etc.)
- Personnel recruiting and background investigation

#### 200.3.2 OPERATIONS BUREAU

The Operations Bureau is commanded by an assigned Deputy Chief, whose primary responsibility is to provide general management, direction and control for the Operations Bureau. The Operations Bureau consists of:

- The Criminal Investigations Division

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- Uniformed Patrol
- Specialized Units, to include: S.W.A.T. and Hostage Negotiations
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#### **200.4 INTERNAL STANDARDS AND COMPLIANCE BUREAU**

The Internal Standards and Compliance Bureau is commanded by an assigned Deputy Chief, whose primary responsibility is to provide general management, direction and control for the Internal Standards and Compliance Bureau. The Internal Standards and Compliance Bureau consists of:

- Administrative Investigations
- Internal Audits
- Reviewing uses of force and pursuits
- Managing complaint process
- Management of the accreditation program

#### **200.5 COMMAND PROTOCOL**

##### 200.5.1 CHAIN OF COMMAND

Unless otherwise specified in policy or not feasible considering the nature of tactical or emergency operations:

- All members are generally responsible for:
  - Knowing and adhering to their chain of command.
  - Advising a supervisor in their chain of command when direction or orders are received from a member outside their chain of command.
  - Acting in a manner consistent with the Standards of Conduct policy §320.3, §320.3.1, and §320.3.2.
- Supervisory members are generally responsible for:
  - Advising a supervisor in a member's chain of command whenever providing direction or orders to the member outside of their chain of command.
  - Resolving conflict concerning chain of command with involved supervisors.

##### 200.5.2 SUCCESSION OF COMMAND

The Chief of Police exercises command over all members of the Greece Police Department. During planned absences, and subject to his discretion, the Chief of Police should designate a Deputy Chief to serve as the acting Chief of Police.

##### 200.5.3 UNITY OF COMMAND

The principles of unity of command ensure efficient supervision and control within the Department. Generally, each member shall be accountable to one supervisor at any time for a given assignment

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or responsibility. Except where specifically delegated authority may exist by policy or special assignment (e.g., Canine, Bicycle Patrol), any supervisor may temporarily direct any subordinate if an operational necessity exists.

During incidents where members of different bureaus are present, the ranking officer shall be in command of all members, unless otherwise directed. When officers of equal rank are present from different bureaus, the ranking officer from the bureau primarily responsible for the type of incident shall be in command of all members, unless otherwise directed.

#### **200.6 AUTHORITY AND RESPONSIBILITIES**

Each member will be assigned duties and responsibilities. Each member is delegated the authority necessary to effectively execute those responsibilities (see Duties and Responsibilities procedure 301). Each member will also be held accountable for the appropriate application of that delegated authority. Supervisors will be held accountable for members under their immediate control.

## **Attachments**

**Greece Police Department Table  
of Organization 5.24.2023.pdf**

