

**Laurel Police Department – General Order
Chapter I, Section 200, Order 201 – Goals and Objectives
September 12, 2016**

1 / 201.05 POLICY

It is the policy of this Department to maintain updates goals and objectives.

1 / 201.10 PURPOSE

The purpose of this order is to help guide the police department through each fiscal year through written goals and objectives that will enhance the provision of police services to the community.

1 / 201.15 DEFINITIONS

None

1 / 201.20 PROCEDURES

A. GENERAL

1. The involvement of all police employees at all functional levels in the organization is encouraged in the development of annual goals and objectives.

B. DEVELOPMENT

1. The Police Department command staff will formally meet each year prior to submitting a proposed Fiscal Year Budget for the purpose of formulating and updating written goals and objectives for the agency and each Division in the Organizational Structure.
2. Prior to the formal goal development meeting, all commanders will solicit employee input for future goals.
3. Employees are encouraged to submit suggestions for goal development through their supervisors to their respective Division Commanders.

C. PROGRESS REPORT

1. To ensure the attainment of goals and objectives, each Commander will closely monitor Bureau goals on an ongoing basis to confirm goal activities remain on a scheduled course and to justify and document any needed modifications to the implementation of the goals and objectives.
 - a. Any modification will be reported to the Chief of Police.
2. The status and progress toward goal achievement will be closely monitored by Bureau Commanders who will ensure quarterly progress reports are prepared and submitted to the Chief of Police by the 5th of each month following each quarter of the Fiscal Year.
 - a. The quarterly progress report will include a statement of the goal and the status of each objective.

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3. Each Division Commander will submit a final written report to the Chief of Police by July 5 of each year formally documenting the results of Division goals for the previous Fiscal Year.
 - a. The report will include a summary of the goal statement and documentation of results achieved in quantifiable measures.

1 / 201.25 GOVERNING LEGISLATION AND REFERENCES

CALEA Standards 15.2.1, 15.2.2

1 / 201.30 ANNEX

None