



Section 1/300 ♦ Police and the Community		
1 / 302	Community Relations Programs	8/19/94 Rev 3/19/08
Accreditation Standards	45.1.2/45.2.1	

1 / 302.05 RESPONSIBILITY

The Community Oriented Policing Unit of the Laurel Police Department, as designated by the Chief of Police, shall be responsible for community relations programs. This does not preclude the appointment of any particular officer to responsibility for any given program.

Officers responsible for community relations programs shall report their activities and receive assignments from the Commander of the Bureau to which they are assigned.

1 / 302.10 COMMUNITY POLICING UNIT

The Community Oriented Policing Unit (COPS) will be responsible for accomplishing the following assignments:

- Establishing contact with organized community groups, business associations, commercial associations and residential associations.
- Maintaining contact through liaisons of the aforementioned groups and organizations.
- Assisting various neighborhood groups without formal organizational structure to promote crime prevention programs.
- Providing all personnel of this agency with necessary information to promote this agency's community relations goals and objectives.
- Developing community relations policies and procedures for the Laurel Police Department.
- Working in a close, cooperative effort with the Department's Public Information Officer to publicize this agency's community relations objectives problems and successes.
- Serving in the capacity as liaison with this agency and the various groups, organizations, and associations in concerns, needs and requests brought to the attention of these agency representatives.
- Developing suggestions for the improvement of the agency's current community relations practices.
- Assisting in the implementation and maintenance of neighborhood and business watch programs within the City of Laurel.

1 / 302.15 ORGANIZATION OF PROGRAMS

The Laurel Police Department will prioritize its community relations programs based on an assessment of

community requests and needs. Programs shall be targeted to specific geographic areas of the city and by crime type as based on an analysis of crime statistics for that area. Programs shall also be based upon the perceived concept of crime by a specific individual or groups of persons.

The Department will publicize and implement crime prevention programs such as home/business security surveys, community education programs, neighborhood/business watch, Combat Auto Theft Program, Night Walker etc.

A standard operating procedure will be prepared for each program outlining the operational guidelines and a copy made available to each Bureau to assist all employees in promoting the Department's community relations programs.

1 / 302.20 TRAINING IN COMMUNITY RELATIONS PRACTICES

The Laurel Police Department Training Coordinator will be responsible for the identification of community relations training needs through contacts with citizen groups, informational conferences with Departmental supervisory staff and the Patrol Division Commander.

The COPS officer will target programs by crime type and geographic area on basis of an analysis of local crime data.

The supervisor of COPS Unit will ensure crime prevention programs are presented in targeted communities. The Commander of the Patrol Division will assist in determining target programs and communities through crime analyses.

1 / 302.25 REPORTS ON PROGRAMS

The supervisor of the COPS Unit shall prepare a quarterly report that will include the following information:

- Current concerns voiced by the community
- Any potential problems having a bearing on law enforcement activities;
- Recommended actions to solve those problems;
- Actions taken, including time spent on each program during the month.

The report will be forwarded to the employee's Bureau Commander. After the review of the Bureau Commander, the report is to be forwarded to the Chief of Police no later than the end of the first week in April, July, October, and January for the preceding quarter.

1 / 302.30 EVALUATION OF PROGRAMS

All community relations and crime prevention programs shall be evaluated on an annual basis at the beginning of each fiscal year. This will allow the Department to maintain a proactive approach to community relations and crime prevention efforts. Based upon the perceived needs of the community, crime prevention programs may be altered and/or adjusted to facilitate said needs.

Evaluations will allow this agency to correct, improve or eliminate programs.

END OF ORDER