

# University of Chicago Police Department GENERAL ORDER

		<b><i>Effective Date</i></b> September 8, 2015	<b><i>Number</i></b> <b>GO 201</b>
<b><i>Subject:</i></b> <b>Command and Direction</b>			
<b><i>References:</i></b> CALEA Standards: 12.1.2, 12.1.3, 12.1.4			
<b><i>Reevaluation Date</i></b> Annually			<b><i>No. Pages</i></b> 2
<b><i>Amends</i></b> 13 APR 2015 version                      19 AUG 2013 (O.D.P.)		<b><i>Rescinds:</i></b>	
<b><i>Approved By:</i></b> Fountain L. Walker, Chief of Police		Signature: Original signed document of file in Accreditation Office	

## 201.1 PURPOSE

The purpose of this order is to describe Department command and direction.

## 201.2 COMMAND PROTOCOL

The following command protocol will clarify authority and provide uninterrupted leadership:

- A. All employees of the University of Chicago Police Department work under the authority of the Chief of Police. The Chief of Police reports directly to the Associate Vice President of Safety, Security and Civic Affairs and is responsible for the overall planning, organizing and directing of the Police Department.
- B. The Chief of Police may appoint an Acting Chief of Police during periods of scheduled absences.
- C. In the event of exceptional situations, or the Chief of Police is incapacitated, out of town, or otherwise unable to act, and no one else has been appointed by the Chief to assume command, the following order of precedence is designated unless otherwise assigned by the University.
  - 1. Field Services Deputy Chief.
  - 2. Support Services Deputy Chief.
  - 3. Field Services Commander.
  - 4. Administrative Services Commander
- D. In situations involving personnel of different functions engaged in a single operation, the ranking supervisor present from the organizational component responsible for the follow-

up investigation and conclusion of the case may assume responsibility for and take command of the investigation and the crime scene.

- E. Under normal operating conditions, the highest ranking supervisor present will assume command of any given situation. Seniority is established first by rank and second by aggregate time served in rank on a regularly assigned basis.
- F. The Chief of Police has the authority to designate command authority in any situation, as needed.

### **201.3 ORDERS**

- A. Departmental employees are required to obey any lawful order of a superior, including any order relayed from a superior by an employee of the same or lesser rank.
- B. Any employee who willfully disobeys or disregards a direct order, verbal or written, of a superior, will be considered to be insubordinate.
- C. No employee will be required to obey an order which is unlawful or requires that an unlawful act be committed.
- D. If an employee receives a conflicting order or directive, the employee shall respectfully call the conflict to the attention of the supervisor giving out the last order. Should the latter not change the order, it shall be obeyed and the employee thereafter shall not be responsible for disobedience of the first order.
- E. Non-sworn supervisors have command authority only within their chain of command. Any order directed to an employee outside of their chain of command, must be directed as a request to the appropriate supervisor within the employee's chain of command.

### **201.4 ORGANIZATIONAL RELATIONSHIPS**

- A. Management personnel attend weekly CompStat meetings. These meetings are intended to enhance cooperation, communication, and to coordinate the goals of the Department. Additional formal and informal meetings are held as needed.
- B. Exchange of information is also accomplished through:
  - 1. Computerized reports of various types.
  - 2. Attendance by Investigations personnel at roll calls.
  - 3. Distribution of Crime Analysis Bulletins, data, etc.
  - 4. Memoranda, E-mail and voice mail.