

Watch Commander

422.1 PURPOSE AND SCOPE

This policy provides guidelines for the designation of a Watch Commander and, as needed, an acting Watch Commander for each shift.

422.2 POLICY

Each shift will be directed by a Watch Commander capable of making decisions and managing in a manner consistent with the mission of the Havre de Grace Police Department. To accomplish this, a Sergeant shall be designated as the Watch Commander for each shift.

422.3 DESIGNATION AS ACTING WATCHCOMMANDER

With prior authorization from the Police Operations Division Commander, generally when a Sergeant is unavailable for duty as Watch Commander, a qualified lower-ranking member shall be designated as acting Watch Commander.

422.4 WATCHCOMMANDER RESPONSIBILITIES

The Watch Commander shall have overall responsibility and accountability for the operation of this department on an assigned shift. Duties may include, but are not limited to:

- (a) Ensuring at least one uniformed patrol supervisor is deployed during each shift.
- (b) Ensuring sufficient members are on-duty to accomplish the mission of the Havre de Grace Police Department.
- (c) Providing command-level oversight of major crime scenes, tactical situations or disasters.
- (d) Establishing service level priorities.
- (e) Providing job-related training and guidance to subordinates.
- (f) Acquiring outside resources or providing assistance to other agencies, when applicable.
- (g) Handling service inquiries or complaints from the public.
- (h) Acting as the Public Information Officer when appropriate.
- (i) Managing risk exposure.
- (j) Ensuring the security of all department facilities.
- (k) Ensuring the proper equipment and vehicles are available for member use.
- (l) Representing the Department at community functions.