



*Maryland-National Capital Park Police
Prince George's County Division*



DIVISION DIRECTIVE

TITLE Division Goals and Objectives			PROCEDURE NUMBER PG100.0
SECTION Mission & Policy	DISTRIBUTION A	ISSUE DATE 06/01/04	REVIEW DATE 06/01/06
REPLACES			
RELATED DIRECTIVES PG900.0	REFERENCES CALEA 11	AUTHORITY Larry M. Brownlee, Sr., Division Chief	

I. PURPOSE

It is the purpose of this directive to set forth the procedures for formulating, updating and distributing the Division's goals and objectives.

II. POLICY

It is the policy of this Division to formulate goals and objectives, both for the Division as a whole and for each component. These goals and objectives are to be updated yearly, with input from all personnel levels in their development, and made available to all personnel. These goals and objectives will help ensure direction and unity of purpose for the Division and serve as a measure of progress.

III. PROCEDURES

A. All goals and objectives shall be formulated as a part of the Maryland-National Capital Park and Planning Commission's (the "Commission") fiscal year (July-June) budgetary process. Long-term goals and objectives shall be reviewed and updated during this process. The Chief, Park Police Division, shall provide direction in their development and set any necessary parameters.

1. Annual goals and objectives are documented in the Division's fiscal year budget proposal to the Commission.

PG100.0 Division Goals and Objectives

2. Long-term goals and objectives are documented in the Division's fiscal year review of the Commission's Capital Improvements Program (C.I.P.) and Internal Service Funds (I.S.F.). These are based on the following:
 - a. Anticipated workload and population trends.
 - b. Anticipated staffing levels.
 - c. Capital improvement needs.
 - d. Major equipment and vehicle needs.
- B. Assistant Chief's from Field, Investigative and Support Operations shall solicit input from their personnel when developing yearly goals and objectives.
- C. Assistant Chief's from Field, Investigative and Support Operations shall develop one or more goals and objectives for their organizational component as a part of the yearly budgetary process. These goals and objectives shall be submitted to the Office of Division Chief, no later than April first of each year, for the fiscal year starting the following July.
- D. The Chief, Park Police Division, shall formulate the overall yearly and long-term goals and objectives of the Division.
- E. All Assistant Chief's shall submit a semi-annual report to the Chief, Park Police Division, regarding progress towards achieving the established goals and objectives.
- F. The Chief, Park Police Division, shall ensure that the established annual goals and objectives of the Division and each of its organizational components are made available to all affected personnel.

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