

SPRINGFIELD POLICE DEPARTMENT

Standard Operating Guideline

Effective Date: 09/28/2017	Supersedes Policy Dated: 08/15/2013	Rescinds:	SOG Number:
Accreditation Index: 15.2.1 ¹			102.5
Part Title: Administration		Chapter Title: Organization and Management	
Chief of Police:			

Goals and Objectives

I Policy

The purpose of this policy is to establish procedures outlining the development of departmental goals and objectives as well as procedures for reviewing progress made toward achieving those goals.

II Definitions

Goal: The end product toward which an organizational effort is directed.

Objective: An activity that will assist the department in progressing towards the accomplishment of a goal.

III Procedure

1 GOALS AND OBJECTIVES²

1.1 The Chief of Police will develop a report on a triennial basis listing departmental goals and objectives. (CALEA 15.2.1)

1.1.1 This report will address the goals of the department over a three-year period.

1.1.1(a) Each goal will be listed followed by supporting objectives.

1.1.1(b) Each objective will identify the group(s) responsible for implementation and associated performance measures.

1 ^{5th Edition} reference removed from all CALEA standard citations, per Policy Change Order 17-050.

2 Section 1 revised; heading capitalized, goals & objectives development process updated; per PCO 17-050.

SOG 102.5

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- 1.1.2 The development of goals and objectives will coincide with the calendar year and will be implemented on January 1st.
 - 1.2 The goals and objectives development process will begin during the fourth quarter of the previous calendar year and will be conducted as follows.
 - 1.2.1 The Chief of Police will specify the method by which departmental goals and objectives will be formulated.
 - 1.2.1(a) Methods may include formulation of goals and objectives by Leadership Council, a board/working group of commanders, or any other method the Chief of Police deems necessary.
 - 1.2.2 Bureau Commanders will provide input to those tasked with goals and objectives development.
 - 1.2.3 Those tasked with formulating the goals and objectives will be responsible for submitting drafts to the Chief of Police for revision and editing until final completion.
 - 1.3 When developing goals and objectives, the following should be considered:
 - 1.3.1 Associated costs;
 - 1.3.2 Anticipated personnel levels and workload;
 - 1.3.3 Anticipated capital improvements and equipment needs;
 - 1.3.4 Consistency with departmental mission.
 - 1.4 The Goals and Objectives Report will be posted on SharePoint and will be accessible to department employees. (CALEA 15.2.1)
- 2 EVALUATION ³
 - 2.1 Annually, the Chief of Police will direct that a review be conducted beginning in December to evaluate the progress made towards the attainment of the listed goals and objectives during the preceding year.
 - 2.2 A report with updates, changes, additions and deletions will be produced on an annual basis in March and made available on SharePoint. (CALEA 15.2.1)

IV Attachments

³ Section 2 heading revised, capitalized for consistency, per Policy Change Order 17-050.