
Organizational Structure and Responsibility

200.1 PURPOSE AND SCOPE

This policy establishes the organizational structure of the Department and defines general responsibilities of department members. [See attachment: EPD Org Chart.pdf](#)

200.2 POLICY

The Elkton Police Department will implement and maintain an organizational structure that provides clear and identifiable roles for command, control and guidance of the Department. Each position and assignment should have clearly identified responsibilities and a defined chain of command.

200.3 BUREAUS

The Chief of Police is responsible for administering and managing the Elkton Police Department. There are three bureaus in the police department:

- Support Services Bureau
- Field Operations Bureau
- Special Operations Bureau

200.3.1 SUPPORT SERVICES BUREAU

The Support Services Bureau is commanded by a Lieutenant, whose primary responsibility is to provide general management, direction and control for the Support Services Bureau. The Support Services Bureau consists of technical and administrative services, records personnel, training, and recruitment.

200.3.2 FIELD OPERATIONS BUREAU

The Field Operations Bureau is commanded by a Lieutenant, whose primary responsibility is to provide general management, direction and control for the Field Operations Bureau. The Field Operations Bureau consists of uniformed patrol and special operations, which includes the Patrol Division, Quartermaster, Motor Vehicle pool, The Communications Center liaison and police aides/assistants.

200.3.3 SPECIAL OPERATIONS BUREAU

The Special Operations Bureau is commanded by a Lieutenant, whose primary responsibility is to provide general management, direction and control for the Special Operations Bureau. The Special Operations Bureau consists of the Criminal Investigation Unit, Property and Evidence Room, the Canine Unit, the Street Crimes Unit, and School Resource Officers.

200.4 COMMAND PROTOCOL

Elkton Police Department

Elkton Police Department Policy Manual

Organizational Structure and Responsibility

200.4.1 SUCCESSION OF COMMAND

The Chief of Police exercises command over all members of the Elkton Police Department. During planned absences, the Chief of Police will designate a Bureau Commander to serve as the acting Chief of Police.

Except when designated as above, the order of command authority in the absence or unavailability of the Chief of Police is as follows:

- (a) Field Operations Bureau Commander
- (b) Special Operations Bureau Commander
- (c) Support Services Bureau Commander
- (d) On-duty Duty Officer

200.4.2 UNITY OF COMMAND

The principles of unity of command ensure efficient supervision and control within the Department. Generally, each member shall be accountable to one supervisor at any time for a given assignment or responsibility. Except where specifically delegated authority may exist by policy or special assignment (e.g., Canine, Bicycle Patrol), any supervisor may temporarily direct any subordinate if an operational necessity exists.

200.5 AUTHORITY AND RESPONSIBILITY

Each member will be assigned duties and responsibilities. Each member is delegated the authority necessary to effectively execute those responsibilities. Each member will also be held accountable for the appropriate application of that delegated authority.

Attachments

EPD Org Chart.pdf

Elkton Police Department Organization Chart

