

	DELMAR POLICE DEPARTMENT	
	Policy 1.7 Departmental Goals and Objectives	
	Effective Date: 01/01/15	Replaces: N/A
	Approved: <u>Ivan Barkley</u> Chief of Police	
	Reference: N/A	

I. POLICY

The Town of Delmar constructs an annual Strategic Plan that outlines the organizational Goals and Objectives. The Town Manager develops the Strategic Plan with input from the department heads and the community. During the budget process each year the Town Manager will update the Strategic Plan by eliminating goals which have been accomplished and adding new goals that have been developed. The Town Manager presents the Strategic Plan to the Town Joint Council for approval.

II. PURPOSE

To outline the process used by departmental personnel in the development of Departmental Goals and Objectives.

III. ANNUAL GOALS AND OBJECTIVES

- A. After the revision of the Strategic Plan, the Chief of Police will develop Annual Goals and Objectives for the Department. This one-year plan will consist of those goals in the Strategic Plan that are identified for accomplishment that year plus any additional department specific goals that need to be addressed.
- B. The Chief of Police shall forward a report on the accomplishment of the previous year's goals to the Town Manager during the annual budget process for inclusion into the Annual Operating Budget Document.
- C. Each Division Commander is given the opportunity to provide input to the goals, objectives and strategies of each organizational component.
- D. Upon completion, the Strategic Plan as well as the goals and objectives that are a part of the Annual Operating Budget are distributed to the Division Commanders. It is the responsibility of each Division Commander to ensure that personnel under their command receive the goals, objectives and strategies of their organizational component.

- E. The Chief of Police performs a semi-annual review of the progress in attaining the goals, objectives and strategies of each organizational component. The Division Commanders are provided a status briefing so they may adjust their respective operations accordingly.

IV. INDIVIDUAL PERFORMANCE PLANS

All command and supervisory staff members, when developing individual performance plans for subordinate employees, will include elements of the annual goals and objectives which that employee is expected to assist in accomplishing.