

GREELEY POLICE DEPARTMENT

General Order 300.00

Reviewed: 03/19

**300.00 PERSONNEL**

**301.00 PERSONNEL ALLOCATION AND DISTRIBUTION**

301.00 Procedure:

- The Greeley Police Department will allocate personnel to components of the Department based upon the workload demands being incurred by that component. To determine the service demands being placed upon the component, workload assessments will be conducted.
- Each Deputy Chief will be responsible for the justification of the number of personnel assigned to work units within their respective areas of organizational responsibilities. The allocation and distribution of personnel to the patrol force is the most important resource allocation made by the Department; therefore, it requires the most comprehensive study.
- On an annual basis the following assessments of the allocation and distribution of departmental personnel will be conducted:
  - The “assignment/availability factor” will be calculated by the Operations Division.
  - The Deputy Chiefs will assess the allocation and distribution of personnel within the organizational components of their respective divisions.
  - The Operations Division will tabulate incidents by reporting area for use in analysis of the geographical distribution of personnel. The boundaries of each patrol sector will be based on ensuring the most efficient and effective delivery of police services.
  - The department will reassess the distribution of personnel in conjunction with budget preparation.

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**Authorized by Mark Jones, Police Chief**

**Effective Date: March 20, 2019**

Mark Jones  
Signature

Date: March 20, 2019