



ERIE POLICE DEPARTMENT



Written Directives

Number: 080.000

Title: Allocation of Personnel		Pages: 2
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POLICY:

The Erie Police Department will deploy the appropriate staffing levels to the Patrol component based upon service demands as established by workload assessments and authorized manpower.

DEFINITIONS:

NONE

PROCEDURES:

CACP STANDARD 80.1

I. DETERMINATION OF STAFFING

The Deputy Chief or Commander overseeing Operations will be responsible for developing and maintaining information needed to determine staffing levels of the Patrol component.

II. ASSESSMENT OF ALLOCATION

Any assessment of the allocation and distribution of departmental Patrol personnel will be directed by the Chief of Police.

A. The assessment shall include at a minimum:

1. Calculating the number of Patrol work units needed based on workload estimates. This calculation requires a determination of-

- a. Number of incidents handled by Patrol;
- b. How patrol time is allocated; and
- c. An estimate of the amount of time required to process a call for service.

2. Calculating officer availability to determine the actual number of work days an "average" employee shall work.

3. Calculating the manpower distribution among the shifts based upon assessment of workload on each shift.

B. In addition to the calculations listed above, the following shall also be taken into account when assessing allocation of personnel:

- 1. The types of calls for service received on each shift;

2. The distribution by time of day of calls for service with high potential for personal injury or property loss;
3. Each shift should have supervisory personnel assigned; and
4. A minimum staffing of 2 officers and 1 supervisor will be scheduled per shift at all times regardless of numbers of calls per service or other variables.

III. GEOGRAPHICAL ALLOCATION OF PATROL PERSONNEL

The Deputy Chief or Commander will maintain statistical information of calls for service based on specific, designated service areas.

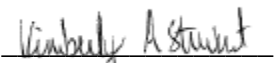
1. These service areas will follow natural boundaries, arterial streets, railroad tracks, highways or other artificial boundaries.
2. Data collected regarding the number and types of crimes in specific service areas will be evaluated as needed to determine the necessity of patrol allocation by service area.

RULES:

NONE

REFERENCES:

Erie Police Department Policy Chapter 2
Lamar Police Department policy 250.1



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Chief of Police