

## Staffing Levels

### 206.1 PURPOSE AND SCOPE

- (a) The purpose of this policy is to ensure that proper supervision is available for all shifts. The Department intends to balance the employee's needs against the need to have flexibility and discretion in using personnel to meet operational needs. While balance is desirable, the paramount concern is the need to meet operational requirements of the Department.

### 206.2 MINIMUM STAFFING LEVELS

- (a) Minimum staffing levels should result in the scheduling of at least one regular supervisor on duty whenever possible. In the absence of a supervisor, the most senior officer will act as the supervisor.

### 206.3 SUPERVISION DEPLOYMENTS

- (a) In order to accommodate training and other unforeseen circumstances, an officer may be used as field supervisors in place of a field sergeant.
- (b) With prior authorization from the Operations Lieutenant, an officer may act as the Sergeant for a limited period of time.

### 206.4 REVISION DATE

- (a) 29 APR 16
- (b) 22 DEC 19 (Lexipol)