

COVINGTON POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

Subject: GOALS AND OBJECTIVES

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I. Purpose

To establish goals and objectives for the Covington Police Department.

II. Statement of Policy

It shall be the policy of the Covington Police Department to establish departmental and division goals and objectives and to encourage the establishment of personal goals for all personnel. It is the intent of this policy to provide each employee with the goals and objectives of the department so that they may better understand the direction of the department and to better perform their duties. Each employee is encouraged to participate in the formulation of departmental or divisional goals and objectives.

III. Definitions

GOAL - A relatively broad statement of the end or result that one intends ultimately to achieve. A goal usually requires a relatively long time span to achieve and, whenever possible, should be stated in a way that permits measurement of its achievement.

OBJECTIVE - An objective is an end or result that one intends to attain in order to achieve partial fulfillment of a goal. An objective is a sub goal or an element of a goal and, therefore, requires a shorter time to accomplish than does a goal.

IV. Departmental Goals

The Covington Police Department exists to safeguard lives and property and to maintain social order in a professional manner for its citizens. The department's role is to enforce the law in a fair and impartial manner, recognizing both the statutory and judicial limitations of police authority and the constitutional rights of all persons.

The employees of the Covington Police Department are dedicated to achieving the following goals:

- A. To identify criminal offenders and criminal activity and, when appropriate, to apprehend offenders and participate in subsequent court proceedings.
- B. To deter the commission of crimes by reducing the opportunities for such crimes.

- C. To create and maintain a feeling of security in the community.
- D. To facilitate the safe and efficient movement of people and vehicles.
- E. To provide a management environment that facilitates the achievement of department goals, while providing for the career needs of its employees.

V. Procedures for Setting Goals

- A. All supervisory personnel within the police department should participate in the preparation of new goals and objectives for the upcoming year and/or updating of existing goals and objectives.
- B. Goals and objectives will be prepared based on the timeline established by the City of Covington so as to meet deadlines associated with the annual city budget.
- C. Specific written goals and objectives will be established for the Patrol Division, Investigative Division, Community Outreach Division and the Support Services Division as well as department-wide.
- D. Each employee is encouraged to participate and provide input in the formulation of goals and objectives.
- D. Once new divisional goals and objectives are decided on, they will be distributed to all applicable personnel and to the Chief of Police. Departmental goals will be distributed to all affected personnel.
- E. Supervisors will inform their subordinates of the progress toward the attainment of departmental and division goals on a periodic basis.

This SOP supersedes any SOP previously issued.

BY ORDER OF THE CHIEF OF POLICE:

Stacey L. Cotton
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Chief of Police