
Organizational Structure and Responsibility

200.1 PURPOSE AND SCOPE

This policy establishes the organizational structure of the Department and defines general responsibilities of department members.

200.2 POLICY

The Town of Warwick Police Department will implement and maintain an organizational structure that provides clear and identifiable roles for command, control and guidance of the Department. Each position and assignment should have clearly identified responsibilities and a defined chain of command.

200.3 DIVISIONS

The Chief of Police is responsible for administering and managing the Town of Warwick Police Department. There are three divisions in the department:

- Administration Division
- Patrol Division
- Detective Division

200.3.1 ADMINISTRATION DIVISION

The Administration Division is commanded by an assigned Lieutenant, whose primary responsibility is to provide general management, direction and control for the Administration Division. The Administration Division consists of technical and administrative services.

200.3.2 PATROL DIVISION

The Patrol Division is commanded by an assigned Lieutenant, whose primary responsibility is to provide general management, direction and control for the Patrol Division. The Patrol Division consists of uniformed patrol and special operations, which includes the Patrol Division, the Communication Center and police aides/assistants.

200.3.3 DETECTIVE DIVISION

The Detective Division is commanded by an assigned Lieutenant, whose primary responsibility is to provide general management, direction and control for the Detective Division. The Detective Division consists of the Detective Division, Property and Evidence Section, crime analysis and forensic services.

200.4 COMMAND PROTOCOL

Town of Warwick Police Department

Policy Manual

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200.4.1 SUCCESSION OF COMMAND

The Chief of Police exercises command over all members of the Town of Warwick Police Department. During planned absences, the Chief of Police will designate a Lieutenant to serve as the acting Chief of Police.

Except when designated as above, the command authority in the absence or unavailability of the Chief of Police is as follows:

- (a) Patrol Lieutenant, or
- (b) Detective Division Lieutenant, or
- (c) On-duty Shift Supervisor- Sergeant, Detective, OIC

200.4.2 UNITY OF COMMAND

The principles of unity of command ensure efficient supervision and control within the Department. Generally, each member shall be accountable to one supervisor at any time for a given assignment or responsibility. Except where specifically delegated authority may exist by policy or special assignment (e.g., Canine, Bicycle Patrol), any supervisor may temporarily direct any subordinate if an operational necessity exists.

During incidents where members of different divisions are present, the ranking officer shall be in command of all members, unless otherwise directed. When officers of equal rank are present from different divisions, the ranking officer from the division primarily responsible for the type of incident shall be in command of all members, unless otherwise directed.

200.5 AUTHORITY AND RESPONSIBILITIES

Each member will be assigned duties and responsibilities. Each member is delegated the authority necessary to effectively execute those responsibilities. Each member will also be held accountable for the appropriate application of that delegated authority. Supervisors will be held accountable for members under their immediate control.