

Annapolis Police Department



GENERAL ORDER

Number: B.12

**Issue Date: December
2015**

TO: All Personnel

SUBJECT: Emergency/Non emergency Personnel

PURPOSE

The purpose of this General Order is to ensure adequate staffing of the Department in time of inclement weather, crisis or disaster.

POLICY

It shall be the policy of the Annapolis Police Department that all personnel defined as emergency shall report for duty at their scheduled time during periods of inclement weather or other crises or disaster. If emergency personnel are not able to report, they shall notify their supervisor immediately.

I. Emergency Personnel

- A. In addition to all sworn police officers, personnel assigned to the following job titles are deemed emergency personnel:
 - 1. Police Communications Operators and Supervisor
 - 2. Crime Scene Services Technicians
- B. All other personnel are non-emergency.

II. Responsibilities

Division/Section Commanders shall:

- A. Insure that necessary functions continue in the absence of personnel.
- B. Monitor the release of personnel as weather, crisis or disaster conditions deteriorate. Release personnel if their services are not necessary to fill in for other emergency personnel who are unable to report for duty.

References
1. Accreditation Standards: None

Revision: This General Order replaces General Order B.12 Essential/Nonessential Personnel dated January 2012.