

Annapolis Police Department



GENERAL ORDER

Number: N.4

**Issue Date: September
2013**

TO: All Personnel

SUBJECT: Police Chaplains Program

PURPOSE

The purpose of this General Order is to establish guidelines and criteria for the use of the department's Police Chaplain Program.

POLICY

It shall be the policy of the Annapolis Police Department that the department's Police Chaplain Program shall provide a ministry of presence to the department. They shall provide religious guidance, counseling and assistance to members of the department, their families, and to the members of the community in times of disaster or community disturbances according to provisions set forth in this policy.

I. Organization

Police Chaplains are appointed by the Chief of Police. Administrative coordination of the Police Chaplains' Program is the responsibility of the Community Services Section.

II. Administrator of the Program

Police Chaplains provide staff assistance to the Chief of Police. The chaplain coordinator will assume the responsibility for administering the Police Chaplain Program with direct supervision provided by the Commander of the Community Services Section. Police Chaplains are given the rank of Captain. Departmental personnel will extend all courtesies to the chaplains.

III. Role of the Police Chaplain

A. Police Chaplains will provide pastoral care for all members of the department and their families requesting emotional and spiritual guidance and will be available to assist members both on and off the job.

- B. Members of the department and their families are encouraged to call upon the Chaplains for their services as necessary.
- C. Chaplains may be called directly for personal needs.
- D. Supervisors should call out Chaplains in situations and occasions where their presence may enhance the operations of the police units involved or be of service to the community on behalf of the Annapolis Police Department.
- E. In fulfillment of the ministry of presence, the Chaplains are authorized open access to the department. Commanders may restrict access to internal affairs, intelligence or other sensitive operations where such presence may endanger the operations or police personnel.
- F. Chaplains, on occasion may be invited to attend staff meetings to share their observations of potential problems, etc.

IV. Police Chaplain Attire

Chaplains will wear appropriate civilian attire with the Chaplain's shield or what is acceptable as determined by their ecclesiastical denomination.

V. Duties and Responsibilities of the Police Chaplain

Chaplains will perform the following tasks and other such duties as requested by the department:

- A. When an officer has been killed or seriously wounded or injured, in the line-of-duty, through natural causes or suicide, a Police Chaplain will be called out to respond and offer spiritual counsel to those affected. This shall include all members of the department and members of the community.
- B. Police Chaplains shall be called out to assist officials in making notifications to families of officers receiving serious injuries or upon death.
- C. Police Chaplains should be called out to assist officers in making other serious injury or death notifications to members of the community particularly in difficult situations.
- D. Attend and participate in funerals of active and retired members of the department.
- E. Counsel officers, their families, and other departmental personnel with personal problems when requested.
- F. Call on sick and injured police personnel at home or in the hospital.
- G. Conduct memorial services and religious activities.
- H. Participate in departmental ceremonies, retirement dinners, social events and offer invocations and benedictions.

- I. When requested by the department, provide liaison to other religious leaders in the community.
- J. Provide pastoral care in crisis situations. Respond to major disasters, such as but not limited to bombings, collapse of buildings, explosions, multiple fire alarms, unusual industrial accidents, or any other critical incident trauma experiences.
- K. When responding to the scene of a death or injury, whether involving departmental personnel or private citizens, the Chaplain will notify the person's personal clergy, if possible.
- L. Maintain a visible presence to all departmental personnel with frequent visits to the station and ride-alongs.

VI. Qualifications For Consideration as a Police Chaplain

- A. Must undergo a successful background check.
- B. Must be ordained or licensed by a recognized religious body with preferably five years experience in ministry.
- C. In continual good standing with their ecclesiastical organization and must serve a church preferably in the Annapolis area.

Michael Pristoop
Chief of Police

References
1. Accreditation Standards 22.2.5, 22.2.6, 55.2.6