

- I. Policy
- II. Procedure

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It is the policy of this Division to formulate goals and objectives, both for the Division as a whole and for each component. These goals and objectives are to be updated yearly, with input from all personnel levels in their development, and made available to all personnel. These goals and objectives will help ensure direction and unity of purpose for the Division and serve as a measure of progress.

- III. Procedures

- A. All goals and objectives will be formulated as a part of the Maryland-National Capital Park and Planning Commission's (the "Commission") fiscal year (July - June) budgetary process. Long-term goals and objectives will be reviewed and updated during this process. The Chief, Park Police Division, will provide direction in their development and set any necessary parameters.

- 1. Annual goals and objectives are documented in the Division's fiscal year budget proposal to the Commission.
- 2. Long-term goals and objectives are documented in the Division's strategic plan and fiscal year review of the Commission's Capital Improvements Program (C.I.P.) and Internal Service Funds (I.S.F.). These are based on the following:
 - a. Anticipated workload and population trends.
 - b. Anticipated staffing levels.
 - c. Capital improvement needs.
 - d. Major equipment and vehicle needs.

- B. Section and Branch Commanders will solicit input from their personnel when developing yearly goals and objectives.
- C. Section and Branch Commanders will develop one or more goals and objectives for their organizational component as a part of the yearly budgetary process.
- D. The Chief, Park Police Division, will formulate the overall yearly and long-term goals and objectives of the Division.

- E. All Section and Branch Commanders will submit an annual report to the Chief, Park Police Division, regarding progress towards achieving the established goals and objectives.
- F. The Chief, Park Police Division, will ensure that the established annual goals and objectives of the Division and each of its organizational components are made available to all affected personnel.

Approved Park Police Document
Signed Original on File

End of Directive