

Shift Commanders

421.1 PURPOSE AND SCOPE

This policy provides guidelines for the designation of a Shift Commander and, as needed, an acting Shift Commander for each shift.

421.2 POLICY

Each shift will be directed by a Shift Commander capable of making decisions and managing in a manner consistent with the mission of the University of Maryland, Baltimore Police Department. To accomplish this, a Lieutenant shall be designated as the Shift Commander for each shift.

421.3 DESIGNATION AS ACTING SHIFT COMMANDER

With prior authorization from the Operations Bureau Commander, generally when a Lieutenant from Patrol is unavailable for duty as Shift Commander, a Lieutenant from another Bureau shall be designated as the Shift Commander (i.e., On-Call Lieutenant).

421.4 SHIFT COMMANDER RESPONSIBILITIES

The Shift Commander shall have overall responsibility and accountability for the operation of this department on an assigned shift. Duties may include, but are not limited to:

- (a) Ensuring at least one uniformed patrol supervisor is deployed during each shift, in addition to the Shift Commander.
- (b) Ensuring sufficient members are on-duty to accomplish the mission of the University of Maryland, Baltimore Police Department.
- (c) Providing command-level oversight of major crime scenes, tactical situations or disasters.
- (d) Establishing service level priorities.
- (e) Providing job-related training and guidance to subordinates.
- (f) Acquiring outside resources or providing assistance to other agencies, when applicable.
- (g) Handling service inquiries or complaints from the public.
- (h) Acting as the Public Information Officer when appropriate.
- (i) Managing risk exposure.
- (j) Ensuring the security of all department facilities.
- (k) Ensuring the proper equipment and vehicles are available for member use.
- (l) Representing the Department at community functions.
- (m) Serving as a temporary Bureau Commander when so designated.

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