

# Organizational Structure and Responsibility

## 200.1 PURPOSE AND SCOPE

The organizational structure of this department is designed to create an efficient means to accomplish our mission and goals and to provide for the best possible service to the public.

## 200.2 DIVISIONS

The Chief of Police is responsible for administering and managing the Fontana Police Department. There are three divisions in the Police Department as follows:

- Administrative Services Division
- Field Services Division
- Special Operations Division

### 200.2.1 ADMINISTRATION DIVISION

The Administration Division commanded by a Captain whose primary responsibility is to provide general management direction and control for the Administration Division. The Administration Division consists of Administrative Services, Communications Center, Aides/Assistants, Training and Recruitment, Internal Affairs, Range Master, Property Unit, and Records Unit.

### 200.2.2 FIELD SERVICES DIVISION

The Field Services Division commanded by a Captain whose primary responsibility is to provide general management direction and control for that Division. The Field Services Division consists of Uniformed Patrol, Traffic, Crime Analysis Unit, Forensic Services, Investigations, K9, Air Support, and SED.

### 200.2.3 SPECIAL OPERATIONS DIVISION

The Special Field Services Division is commanded by a Captain whose primary responsibility is to provide general management direction and control for the Special Field Services Division. The Special Field Services Division consists of the Narcotics Unit, MET Unit, Bike Unit, Gang and Graffiti Unit, School Resource Officers, Explorers, Code Enforcement, PIO, Emergency Services, Crime Prevention, and Volunteers.

## 200.3 COMMAND PROTOCOL

### 200.3.1 SUCCESSION OF COMMAND

The Chief of Police exercises command over all personnel in the Department. During planned absences the Chief of Police will designate a Division Commander to serve as the acting Chief of Police.

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

# Fontana Police Department

## Fontana PD Policy Manual

### *Organizational Structure and Responsibility*

---

- (a) Field Services Division Commander
- (b) Special Operations Division Commander
- (c) Administrative Services Division Commander
- (d) Watch Commander

#### 200.3.2 UNITY OF COMMAND

The principles of unity of command ensure efficient supervision and control within the Department. Generally, each employee 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., K-9, SWAT), any supervisor may temporarily direct any subordinate if an operational necessity exists.

#### 200.3.3 ORDERS

Members shall respond to and make a good faith and reasonable effort to comply with the lawful order of superior officers and other proper authority.