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 will have the ultimate responsibility of the Pasadena Police Department for the protection of life and property, preservation of law and order, investigation and suppression of all crimes, including organized crime and vice, and the enforcement of State Laws and City Ordinances. In the absence of the Chief of Police, the duties of the Chief shall be assumed by the Deputy Chief. In the absence of the Deputy Chief, the duties of the Chief shall be assumed by the Division Commanders in order of seniority. There are four divisions in the Police Department as follows:

- Administration Services Division
- Criminal Investigations Division
- Field Operations Division
- Strategic Services Division

The Chief of Police directly oversees the following:

- Office of the Chief of Police

200.2.1 ADMINISTRATIVE SERVICES DIVISION
The Administrative Services Division (ASD) is headed by the Deputy Chief whose primary responsibility is to provide general management, direction and control for the Administrative Services Section. ASD consists of the:

(a) Administrative Services Section
   1. Professional Standards Unit
   2. Employment Services Unit
   3. Training Unit
      (a) Firearms Training Team
      (b) Defensive Tactics Team
   4. Range

(b) Special Events Section
   1. Counter-terrorism Unit
   2. Uniform and Equipment Commitee
Organizational Structure and Responsibility

(c) Air Operations Section
(d) Fiscal Administration Section

200.2.2 CRIMINAL INVESTIGATIONS DIVISION
The Criminal Investigations Division (CID) headed by a Commander whose primary responsibility is to provide general management, direction and control for that Division. CID consists of the:

(a) Detective Section
   1. Crimes Against Persons Unit
   2. Crimes Against Property Unit
(b) Special Investigations Unit
(c) Special Enforcement Section
(d) Forensic Section
(e) Traffic Section

200.2.3 FIELD OPERATIONS DIVISION
The Field Operations Division (FOD) is headed by a Commander whose primary responsibility is to provide general management, direction and control for that Division. FOD consists of the:

(a) Patrol Section
   1. West Community Service Area (CSA)
   2. Northwest CSA
   3. Central CSA
   4. Midtown CSA
   5. East CSA
      (a) Canine Unit
      (b) H.O.P.E. Unit
      (c) F.T.O. Unit
      (d) Park Safety Unit
(b) Community Services Section
   (a) PAL Center Team
   (b) Safe Schools Team
(c) Police Reserves
200.2.4 STRATEGIC SERVICES DIVISION
The Strategic Services Division (SSD) is headed by a Commander whose primary responsibility is to provide general management, direction and control for that Division. SSD consists of the:

(a) Communications Section
(b) Jail and Property Management Section
(c) Records Section
(d) Technical Services Section

200.2.5 OFFICE OF THE CHIEF OF POLICE
The Office of the Chief of Police is headed by the Chief who provides general management, direction and control for personnel within the office. The Office of the Chief of Police consists of:

(a) The Chief's Adjutant/PIO
(b) Office Support Staff
(c) Volunteer Program
(d) Policy and Risk Management Unit

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 the Deputy Chief or 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:

(a) Deputy Chief;
(b) Division Commander in order of seniority; then
(c) 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.
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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.

200.4 REFERENCE
See Organizational Chart.