JOPLIN POLICE DEPARTMENT	1-06 STANDARD OPERATING GUIDELINE
SUBJECT: Planning and Research	**REVIEW DATE: Annually - January**
EFFECTIVE DATE: January 1st, 2007	**ACTION DATE:**
AMENDS/SUPERSEDES:	**AMEND DATE:**
ACCREDITATION INDEX: 15.1.1, 15.1.2	**APPROVED:** Richard A. Pearson **Chief of Police**

I. POLICY

The Joplin Police Department is committed to research and development activities in order to enhance services, improve operations and efficiently respond to the changing social and economic needs of our community.

II. PURPOSE

To establish guidelines for assisting the Chief of Police and the functions within each bureau, in planning and research.

III. PROCEDURE:

A. Research and Development

The research and development function shall be the responsibility of each Bureau Commander at the direction of the Chief of Police. (15.1.1, 15.1.2)

1. Bureau Commanders or their designees shall have direct, open access to the Chief of Police on any research or planning related issue. (15.1.2)

2. Bureau Commanders will be directed toward compiling information and presenting documented analysis to assist in the management and decision-making processes of the police department. Bureau Commanders or their designees shall have access to information necessary to complete the research (15.1.2). Research may include but not limited to the following: (15.1.1)

   a. Resource allocation studies to improve the effectiveness and efficiency of available staff.

   b. Geographic analysis and equalization of workload distribution.

   c. Maintenance of fleet status and projection of future police vehicle needs.

   d. Law enforcement surveys for comparison of service levels.

   e. Collecting community input regarding service expectations and satisfaction.

   f. Development of goals and objectives and measurement of outcomes as they relate to fiscal management of the department.

   g. Preparation of an annual report to reflect the achievements of the department.

h. Coordination of information systems support and development of communications networks.

i. Grant funding applications to enhance and improve service to the community.

j. Management of department forms and documents.

k. Compiling call for service studies reflecting trends and patterns for future planning.

l. Serve as liaison with other law enforcement agencies in the exchange of research information.

m. Coordinate with city attorney on police department legal issues.

3. Procedures for performing these functions are identified throughout the Joplin Police Departments Standard Operating Guideline Manual. Procedures provide the purpose, who utilizes the information and the frequency conducted.

4. Command Staff meetings will provide dialogue for the establishment of department priorities, budget requests and system improvements.

5. Analytical reports, documents and studies will be distributed to the Chief of Police and all Bureau Commanders. They may be disseminated to affected organizational units at the direction of the Chief and/or Bureau Commanders.

IV. COMPLIANCE

Violations of this policy, or portions thereof, may result in disciplinary action as described in the City of Joplin's Personnel Rules, or the Joplin Police Department's Rules and Regulations and General Orders. Members of the Joplin Police Department, while assigned to or assisting other agencies shall comply with this policy.

V. APPLICATION

This document constitutes department policy, is for internal use only, and does not enlarge an employee's civil or criminal liability in any way. It shall not be construed as the creation of a higher legal standard of safety or care in any evidentiary sense, with respect to third party claims insofar as the employee's legal duty as imposed by law. Violations of this policy, if proven, can only inform the basis of a complaint by this department, and then only in a non-judicial administrative setting.