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Meets Accreditation Standard:	4.2, 4.3, 4.4

Section 200.60 Acting positions

Policy

It shall be the policy of the Shively Police Department to implement procedures to insure adequate and appropriate supervision at all times within the ranks of the patrol section.

Therefore, this policy will define when sworn personnel are required to work in an acting capacity, in a position having a higher classification.

Procedure

When an on coming shift is left without a Sergeant, an officer that is working the oncoming shift will be designated by a ranking officer as the Officer in Charge (OIC). The ranking officer may be the Sergeant from the previous shift. The designation should not be based on seniority alone. The designated officer will be required to work in an acting capacity for the duration of the shift, unless relieved by a commanding officer.