

**CITY OF FERGUSON
OFFICE OF THE CHIEF OF POLICE**

Index as:

Planning

Research

RESEARCH AND PLANNING

121.00 PURPOSE

The purpose of this General Order is to explain how departmental Planning and Research functions are performed, assign responsibilities and clarify relationships. The integration of a formal Planning and Research function within the Ferguson Police Department will serve to examine and report on statistical data, research and develop alternatives to existing operational tasks, plan future agency deployments and programs and distribute information concerning legal, environmental and operational changes affecting law enforcement. **The Research and Planning function will closely follow the department Goals and Objectives as defined in GO 104.00**

121.01 DEFINITIONS

- A. **Planning** – The development of a method or design intended to serve as a guide in the implementation of operational or policy decisions.
- B. **Research** – A careful and systematic investigation to increase the sum of knowledge.

121.02 PROCEDURES

- A. Planning and research activities are essential to effective management of the Ferguson Police Department. Complex demands for law enforcement services and demands on the City of Ferguson require that this Department carefully research operational alternatives and plan future programs.
- B. Planning and research is the responsibility of the Chief of Police. The Chief of Police may designate any employee to perform the function of planning and research. When a designee of the Chief of Police is performing the function of planning and research s/he shall have access to all necessary information resources within the Department and have accessibility to the Chief of Police. Planning and research includes, but not limited to, the following types of activities:
 - 1. Crime analysis is a function of the Community Relations Officer in conjunction with the Bureau of Support Services.
 - 2. Multi-year planning is a function of the Chief of Police, whose duties include long range (*five year*) planning of needs for the Department. This includes, but is not limited to, budget, equipment and manpower needs,

based on forecast change of population, service area, etc. This multi-year plan will be reviewed annually.

3. Operations planning are a function shared by all Lieutenants and the Command Staff. In addition to operational plans for events and activities, they develop and maintain standard operational procedures, design preventive patrol activities, and assist in the formulation of policies and procedures known as general orders. These orders are reviewed every year for the purposes of deletion and revision.
 4. Budgeting is a responsibility of the Chief of Police with input developed by the staff.
 5. Development of manpower allocation alternatives is a function of the Chief of Police and Commander of the Division Field Operations.
 6. System analysis is a function shared by the Chief of Police and Command Staff who will periodically review the Department's information management system and attempt to introduce appropriate law enforcement application systems as used in departments of our size elsewhere in the United States.
 7. Contingency planning is done by all staff within functional areas.
 8. Traffic accident and enforcement pattern analysis is done by the assigned Division of Administration staff.
 9. Grant management is assigned to the Division of Administration.
- C. The Chief of Police will ensure the analytical reports are disseminated to the patrol division to assist in planning and/or proper field patrol activities.
- D. The Chief of Police will ensure the goals and operational objectives for the Department are well planned and documented in order to provide for adequate staffing/operational funding for future years. Multi-year (*five year*) considerations will include:
1. Anticipated workload and population trends.
 2. Anticipated personnel levels.
 3. Anticipated capital improvement and equipment needs.
 4. Provisions for review and revision as needed.

5. Long-term goals and operational objectives.

By order of:

A handwritten signature in cursive script that reads "Colonel Thomas Jackson". The signature is written in black ink and is positioned below the text "By order of:".

COLONEL THOMAS JACKSON
Chief of Police

Distribution

All Department Personnel

MPCCF Reference 27.1, 27.2