
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 Newark Police Department. There are two divisions in the Police Department as follows:

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- Administrative Division
- Field Operations Division
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200.2.1 OFFICE OF THE CHIEF

The Office of the Chief is commanded by the Chief of Police whose primary responsibility is to provide direction and control of the Department. The Chief of Police directly supervises the Administrative, and Field Operations Divisions, as well as the Administrative Assistant and Administrative Analyst.

200.2.2 POLICE ADMINISTRATION

The Administrative Division is commanded by a Police Captain whose primary responsibility is to provide general management direction and control for the Division. The Administrative Division consists primarily of Professional Standards and Training, Community Engagement Programs, Red Light Camera Systems (Redflex), Fleet Maintenance, Public Information, Plan Review, Permitting, and Legal Affairs.

200.2.3 FIELD OPERATIONS

The Field Operations Division is commanded by a Captain whose primary responsibility is to provide general management direction and control for the Division. The Field Operations Division is directed by two Lieutenants. This Division consists primarily of uniformed and field personnel that include, but are not limited to: Field Operations, Dispatch, Records, Property, Community Service Officers, K-9, Reserve Officers, Animal Control, Holding Facility,, Field Training, Traffic, Range/Firearms, Emergency Preparedness, SRO Program, Major Crimes Task Force (MCTF) Detectives, Internal Affairs, Honor Guard, SWAT/HNT, Tactical Dispatch, and Community Meetings.

200.2.4 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

Newark Police Department

Newark PD Policy Manual

Organizational Structure and Responsibility

special assignment (e.g., K-9, SWAT), any supervisor may temporarily direct any subordinate if an operational necessity exists.

200.2.5 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.

200.3 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 Captain 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) Field Operations Captain
- (b) Administrative Division Captain
- (c) Field Operations Lieutenant
- (d) Field Operations Sergeant

200.3.2 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.