

# Inspections

## **207.1 PURPOSE:**

To establish a Department Inspection program.

To promote standards of excellence throughout the Department and to foster the highest level of performance.

To ensure compliance with Department requirements in such areas as personal appearance, use and maintenance of equipment, and adherence to rules, regulations, policies and procedures.

## **POLICY:**

The Police Chief has a responsibility to ensure that the resources of the Department are being utilized effectively, and that all personnel are adhering to established rules and regulations. In order to meet this responsibility the Department shall have a continuous inspection program.

**Inspection** - A procedure which involves observing, inquiring, evaluating, and reporting on organizational matters.

**Line Inspection** - The inspection of personnel, vehicles, equipment and facilities by a supervisor who would normally have control or responsibility over the element inspected. Line inspections can be either announced or unannounced.

**Special Inspections** - The inspection of any administrative or operational element of the Department specifically identified by the Police Chief. Special inspections can be announced or unannounced.

**Follow-up Inspection** - The inspection of a previously inspected element, which required attention or corrective action, to ensure the matter has been resolved or corrected.