



LAW ENFORCEMENT OPERATIONS POLICY AND PROCEDURES

Procedure 7.3.1p2 Chapter 2: Agency Goals

Revised:

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I. PURPOSE

The primary mission of a law enforcement agency is to maintain social order within prescribed ethical and constitutional limits while providing professional law enforcement services. To attain this, the Agency enforces the law fairly and impartially, recognizing the statutory and judicial limitations of police authority and the constitutional rights of all persons. Furthermore, the Agency acknowledges that only law enforcement agencies can operate at their maximum potential with supportive input from the citizens it serves. Therefore, the Agency actively solicits and encourages the cooperation of all citizens to reduce and limit the opportunities for crime and to facilitate the maximum use of resources.

TECHNICAL COLLEGE SYSTEM OF GEORGIA MISSION

The Technical College System of Georgia aims to build a well-educated, globally competitive workforce through technical education, adult education, and customized training for Georgia's businesses and industries.

TECHNICAL COLLEGE SYSTEM OF GEORGIA DEPARTMENT OF PUBLIC SAFETY MISSION (GLECP 1.1)

The mission of the TCSG DPS is to provide a safe working environment for the employees at the TCSG System Office. We will achieve this mission by protecting life, liberty, and property and defending the constitutional rights of all people with compassion, fairness, integrity, and professionalism.

II. PROCEDURE

Written goals and objectives for the Agency and each organizational component within the Agency shall be formulated and updated annually. Established goals and objectives will be made available to all affected personnel. **(GLECP 3.8)**

To accomplish the Agency's mission, the TCSG DPS Chief of Police establishes the following goals.

A. Protection of Life and Property

Objectives:

1. Educate and encourage the community to deter crime by having self-awareness and protecting personal property.
2. Train to respond to Active Shooter events and other critical incidents.

B. Prevention, Detection, and Investigation of Criminal Activity

Objectives:

1. Use analysis from crime trends and intelligence to enhance effectiveness.
2. Interact with the community to create open lines of communication.
3. Investigate and prosecute criminal activity.

C. Apprehension of Offenders

Objectives:

1. Provide for the timely and prudent apprehension of suspects through thorough, appropriate, and efficient investigations.
2. When necessary, work with local agencies to apprehend suspects.
3. Follow procedures in the Arrest chapter of TCSG Law Enforcement policy manual.

D. Maintenance of Public Order

Objectives:

1. Patrol Jurisdiction regularly.
2. Answer calls for emergency and non-emergency service promptly.
3. Provide security as requested for TCSG events.
4. Assist in response to natural or man-made disasters.

E. Recovery of Property

Objectives:

1. Investigate property crimes effectively and efficiently.
2. Secure and maintain an inventory of all property, evidence, lost and recovered/stolen property held by the Agency.

F. Training of Officers and Civilian Staff

Objectives:

1. Implement training programs to ensure officers have the knowledge, skills, and abilities to perform their assigned duties effectively.
2. Encourage employees to further their education via college or other professional development training.
3. Identify employees to attend advanced-level training.
4. Publicize upcoming off-site training opportunities.
5. Maintain at least one officer at each Agency trained in CIT.

G. Compliance with Ethical Standards

Objectives:

1. Recruit, select, and employ highly qualified personnel.
2. Continuously work to build a strong and positive leadership culture.
3. Maintain a culture of transparency by processing and thoroughly investigating all complaints.

4. Ensure all personnel adheres to GLECP standards and TCSG Policy Manual procedures.

H. Community Service

Objectives:

1. Actively engage and collaborate with citizens, community groups, and other agencies to address quality-of-life issues within the community.
2. Engage the community in positive activities with law enforcement.
3. Elicit participation from teachers and school officials.
4. Elicit participation from employees.
5. Provide employees training for response to emergencies or violent acts in the workplace.
6. Maintain good relationships with local law enforcement agencies.

ATTENTION CEO: The Agency should have at least one employee whose responsibilities include community relations, public information, and crime prevention.
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I. Agency Administration

Objectives:

1. Ensure policy compliance with all applicable GLECP accreditation standards.
2. An effective and efficient system to ensure that required documentation and activities mandated by GLECP accreditation standards are met.
3. Ensure department personnel receives training required in GLECP standards.
4. Increase the retention rate of employees.
5. Provide employees feedback with an emphasis on their purpose within the Agency.
6. Complete and maintain GLECP State Certification.

J. Agency Evaluation

Objectives:

1. Development of a mission statement, goals, and objectives for the department whereby all personnel will be aware of and understand all policies, programs, and direction.
2. Evaluating the performance of personnel throughout the year.
3. Complete the required assessments and audits required by the GLECP.

III. EMERGENCY MANAGEMENT

To support the overall agency goals, the Emergency Manager establishes the following goals and objectives:

A. College Safety Planning:

1. Perform assessments of representative samples of College Safety Planning efforts, including Emergency Operations, Business Continuity, Exposure Control, and Hazard Communication Program Planning
2. Provide technical training and orientation for new and current College safety plan coordinators.
3. Communicate pertinent updates to College safety plan coordinators.

4. Promote collaborative College safety committees & safety advisory boards.
5. Collect & disseminate College after-action & incident safety-related reports.
6. Maintain memberships in safety professional organizations.
7. Participate in safety professional development.

B. Clery Act Compliance:

1. System Office Clery Act Compliance Team:

- a. Lead System Office Clery Act compliance team meetings.
- b. Communicate pertinent updates to team members.
- c. Collect and report monthly College weapons incidents and sex offenses reports.
- d. Maintain memberships in Clery Act compliance professional organizations.
- e. Participate in Clery Act compliance professional development.

2. College Clery Act Compliance Teams:

- a. Perform assessments of representative samples of College Annual Security Reports or Annual Safety and Fire Safety Reports.
- b. Provide technical training and orientation for new and current College Clery Act Compliance Team Chairs and Teams.
- c. Communicate pertinent updates to College Clery Act compliance chairs.

C. Georgia Emergency Management Agency/Homeland Security:

1. Participate as a state agency representative for preparation, planning, response, and recovery of:
 - a. State Georgia Emergency Operations Plan (GEOP) Base Plan, Selected Emergency Support Function Annexes & Support Annexes
 - b. Strategic National Stockpile (SNS) and Medical Countermeasures Plan
 - c. State Hazard Mitigation Plan and Hazard Mitigation Standard Operating Guide
2. Maintain memberships in emergency management professional organizations.
3. Participate in emergency management professional development.

IV. POLICE ACCREDITATION

To support the overall agency goals, the Police Accreditation Manager establishes the following goals and objectives:

A. Develop and disseminate a Law Enforcement Policy Manual to all TCSG law enforcement agencies.

Objectives:

1. Create various policies and templates TCSG law enforcement agencies use.
2. Collect input from agency Chiefs on policies. Support Chiefs in tailoring the manual to individual agencies' unique circumstances.
3. Obtain approval of policies from TCSG Legal Services.

4. Publish and maintain the Policy Manual in PowerDMS.
5. Ensure all agencies maintain their policy manual in PowerDMS.

B. Obtain Georgia Law Enforcement Certification Program (GLECP) certification.

Objectives:

1. Obtain Certification Manager status through GACP.
2. Pursue certification manager status for at least one TCSG law enforcement agency member.
3. Achieve Certification Assessor status through GACP.
4. Provide training on PowerDMS to all certification managers.
5. Assist agencies in developing proofs for the required standards in the GLECP.
6. Conduct college visits and simulated assessments to maintain GLECP compliance
7. Ensure recertification each three-year cycle.

C. Law Enforcement Agency Assessment

Objectives:

1. Develop and maintain an assessment rubric.
2. Participate in annual public safety assessments with TCSG Executive staff in each Agency as the TCSG Chief schedules.
3. Establish reports following agency assessments and maintain documents for TCSG DPS records.
4. Review assessments with college chiefs and recommend areas requiring changes or improvements.

**SPECIAL INSTRUCTIONS:
GEORGIA LAW ENFORCEMENT CERTIFICATION PROGRAM (GLECP) STANDARDS
INCLUDED: 1.1, 3.8**

This policy is for the Law Enforcement Agencies of the Technical College System of Georgia use only and does not apply to any criminal or civil proceeding. The policy shall not be construed as creating a higher standard of safety or care in an evidentiary sense concerning third-party claims. Violations of this policy will form the basis for departmental administrative sanctions only. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting.