

# Annapolis Police Department



## GENERAL ORDER

**Number: A.4**

**Issue Date: December  
2015**

**TO:** All Personnel

**SUBJECT:** Departmental Advisory Board

### **PURPOSE**

The purpose of this General Order is to establish guidelines for the Departmental Advisory Board.

### **POLICY**

It shall be the policy of the Annapolis Police Department to establish a Departmental Advisory Board. The Advisory Board was developed as a viable means of communication which encourages a cooperative effort towards the mission of the Annapolis Police Department.

#### **I. Membership Designation**

- A. The Chief of Police shall be the chairperson of the Advisory Board.
- B. The members of the Advisory Board shall be from the various sections or divisions.
- C. Membership is voluntary.

#### **II. Responsibilities**

- A. Members of the agency are responsible for:
  - 1. Presenting their differences, concerns, complaints and suggestions in good faith to a member of the Advisory Board.
  - 2. Any comments related to the representative may be made anonymously.

**General Order A.4 (continued)**

B. Representative members are responsible for:

1. Periodically surveying their section or division to determine if there are any differences, concerns, complaints or suggestions to be considered by the Advisory Board.
3. Ensuring their attendance.
4. Presenting differences, concerns, complaints or suggestions at the next scheduled Advisory Board meeting.
5. Reporting on all Advisory Board activities to the represented members of their section or division.

C. The Advisory Board chairperson (Chief of Police) shall be responsible for:

1. Ensuring the matters brought before the board are objectively considered or resolved prior to the next meeting of the Advisory Board.
2. When appropriate, communicating matters regarding the effort and conformance to the Department's mission to the Mayor of the City of Annapolis.
3. Meetings will be scheduled at the discretion of the Chief of Police but at least quarterly.

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Scott Baker  
Acting Chief of Police

References
1. Accreditation Standards: None



**Revision:** This General Order replaces General Order A.4 Departmental Advisory Board Dated May 2013