
	MESQUITE POLICE DEPARTMENT
	116.00 TEMPORARY SUPERVISION
	Effective Date: August, 2011
	Approved: _____  Chief of Police

APPLICABILITY:

For the purpose of this order, the term "absence" includes sick, vacation, emergency or other leave, training, or administrative assignment. It does not include short-term periods out of service such as meal breaks, call response, firearms qualifications, meetings, conferences, etc.

Notwithstanding the provisions of this order, an authorized supervisor may designate a next-senior employee to fill a temporary supervisory role.

I. Watch Commander

- A. In the absence of the assigned Watch Commander, the duties and responsibilities of Watch Commander shall temporarily devolve generally upon the senior on-duty patrol sergeant. An Acting Watch Commander shall perform the same duties, with the same authority as an assigned Watch Commander.
- B. A sergeant who serves as Watch Commander shall be compensated for such period of service at the base pay rate of a Police Lieutenant.

II. Platoon Sergeant

In the absence of the assigned Platoon Sergeant (or while he is serving as Watch Commander), the following guidelines shall apply.

- A. The span of control of a Platoon Sergeant should not exceed fourteen (14) patrol officers.
- B. If the span of control reaches fifteen (15) patrol officers, additional supervision will normally be required.
- C. If zone dispatching is in effect, a minimum of two patrol Sergeants will normally be required.
- D. The Watch Commander has the authority to temporarily reassign personnel among platoons to correct a significant imbalance in spans of control.

III. Public Safety Dispatcher Supervisor

- A. In the absence of the assigned Shift Supervisor, the duties and responsibilities shall temporarily devolve upon a Public Safety Dispatcher that has been designated to serve as an Assistant Shift Supervisor and approved by the Bureau Commander.
- B. If no Public Safety Dispatcher that has been designated to serve as an Assistant Shift Supervisor is on duty, attempts shall be made to contact an off-duty Public Safety Dispatcher Supervisor, or Public Safety Dispatcher that has been approved to serve as an Assistant Shift Supervisor, to fill the position.
- C. If no person is available that can assume the role of Shift Supervisor, the Communications Lieutenant shall be notified of the absence and shall assign a replacement for the remainder of the shift, or until that person can be relieved by a supervisor.
- D. Public Safety Dispatchers who are working on an overtime basis on a shift other than their regular shift will be considered for Shift Supervisor after those operators regularly assigned to the shift.
- E. A Public Safety Dispatcher who serves as Shift Supervisor shall be compensated in accordance with current policy for such period of service.

EFFECTIVE: April, 1986; REVISE: September, 1990; FORMERLY: B/86-63; REVISED: January, 1996; REVISED: March, 1997; REVISED: July, 2000; REVISED: March, 2001; REVISED: August, 2011