



# TOWN OF MACEDON POLICE DEPARTMENT

<b>General Order:</b> 201	<b>Effective Date:</b> November 19, 2017
<b>Subject:</b> Goals & Objectives	
<b>Reference Standards:</b> 1.2	
<b>Rescinds:</b>	
Page 1 of 2	<b>Attachments:</b> None

## I. Purpose

- A. To establish and annually update the goals and objectives of the Macedon Police Department. These goals/objectives will be used as a basis for measuring progress, as well as ensuring direction and unity of purpose.

## I. Policy

- A. By the first Friday of July of each year the Patrol Sergeant and Property/Clerk Office Manager will submit a list of realistic and attainable goals for their particular Division to be attained in the following fiscal year to the Office of the Chief of Police.
- B. By November 1st of each year, a written statement of goals and objectives for the following year will be formulated by the Office of the Chief of Police and distributed to all members of the department.
- C. By February 1st of each year, the goals and objectives of the past year will be reviewed. A written evaluation will be prepared by the Chief of Police or his/her designee as to progress made toward goal/objective achievement. This evaluation will be posted and/or distributed to all department members.

## II. Procedure

### A. Employee Input

- 1. Each employee of the department is encouraged to provide input to be used for the formulation of department goals and objectives.

2. Suggestions will be submitted in writing, through the chain of command by the first Friday of July of each year.
3. When submitting suggestions department members should be realistic in their approach. Ideas and goals suggested should be able to be worked toward if not attained.

### III. Finalization

- A. The Chief of Police will review all suggestions submitted.
- B. The Chief of Police will meet with the Patrol Sergeant to formulate a set of goals and objectives.

By Order of the Chief of Police

  
John P. Colella (Apr 27, 2019)

John P. Colella  
Chief of Police

Dated this 2nd day of November, 2017