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POLICE DEPARTMENT
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1789

GOALS AND OBJECTIVES
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PURPOSE: The purpose of this policy is to establish a system for the formulation of annual goals and objectives, and for monitoring and reporting progress towards their achievement.

POLICY: It is the policy of the Albany Police Department to set goals and have obtainable objectives. It is important for these goals to be known throughout the department to allow all personnel the opportunity to achieve these objectives.

DEFINITIONS: **Goal** – Goal is a relatively broad statement of the end or result that one intends to ultimately achieve. A goal usually requires a relatively long time span to achieve and, whenever possible, should be stated in a way that permits measurement of achievement.

Objective – Objective is an end result that one intends to attain in order to achieve partial fulfillment of a goal. An objective is a sub-goal or an element of a goal, therefore it requires a shorter time to accomplish than a goal does. Goals and objectives should be both measurable and attainable.

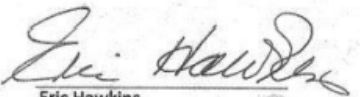
I. FORMULATION OF GOALS AND OBJECTIVES

- A.** The department shall formulate and annually update its written goals and objectives for the department, as a whole, and for each major organizational component.
 - 1.** The department’s established goals and objectives shall be made available to all department personnel via PowerDMS.
- B.** Within each objective there may be a number of ancillary objectives, each of which, if attained, contributes to the accomplishment of the department’s mission.
- C.** To establish a set of goals and objectives the department must have input from various members. It is important that all members of the department be a part of the process and work towards achieving the established goals and objectives.

- D. The Chief of Police shall conduct weekly staff meetings with the Deputy Chief, Commanders, and other required personnel to set and review current goals and objectives.
- E. Commanders shall meet regularly with the various members of their units to review the goals and objectives and to listen to the concerns and suggestions of the members of their respective units.
- F. The department's goals and objectives shall consist of the following:
 - 1. Provide a level of service consistent with community needs;
 - 2. Maintain cost-effective use of employees, facilities, equipment and consumables;
 - 3. Manages the agency in a way that continuously improves levels of service to the public and to other elements of the organization; and
 - 4. Are available to all affected personnel.

II. REVIEW AND EVALUATION

- A. Goals and objectives shall be reviewed annually and updated, if needed, by the Strategic Planning Committee.
 - 1. The Chief of Police and command staff shall be responsible for evaluating the progress made toward the attainment of goals and objectives for their respective units.
 - 2. This evaluation should coincide with the department's budget presentation to the Mayor's Office in order to facilitate proper fund requests.
- B. The evaluation process should include the following:
 - 1. Review the original goals and objectives;
 - 2. Determine if the goals and objectives that have been formulated will actually result in a successful implementation and outcome of the project or strategy;
 - 3. Make recommendations for the implementation of those goals and objectives that have been determined to secure a strong possibility of a successful outcome; and
 - 4. Either eliminate or revise those goals and objectives that have been determined to have a low probability of success.
- C. The review/evaluation process shall be completed in writing and submitted to the Chief of Police or his/her designee.
- D. Upon successful review, these findings shall be made available to department personnel.



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