

Memorandum

TO: ALL DEPARTMENT PERSONNEL

FROM: Anthony Mata
Chief of Police

**SUBJECT: DUTY MANUAL REVISION: A 2204
ORDER OF SUCCESSION**

DATE: September 8, 2021

APPROVED

Memo# 2021-024

BACKGROUND

Department memorandum #2021-003 revised the organization sections of Duty Manual sections A 1301 – A 2004. A review of the Duty Manual discovered changes were necessary in Duty Manual section A 2204 ORDER OF SUCCESSION to bring it into alignment with the current command structure outlined in that memorandum.

ANALYSIS

The Duty Manual has been revised to reflect changes described below. Additions are shown in *italics and underlined*. Deletions are shown in ~~strike through~~ form.

A 2204 ORDER OF SUCCESSION: *Revised 09-08-21*

In the absence of the Chief of Police, the Assistant Chief of Police will serve as the Acting Chief of Police. The order of succession and/or order of notification in the event of an emergency will coincide with the chain of command and is as follows:

- a. Chief of Police
- b. Assistant Chief of Police
- c. Deputy Chief, *Executive Officer* ~~Bureau of Field Operations~~
- d. Deputy Chief, *Bureau of Field Operations* ~~Bureau of Investigations~~
- e. Deputy Chief, *Bureau of Investigations* ~~Bureau of Technical Services~~
- f. Deputy Chief, Bureau of Administration

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ORDER

Effective immediately, all Department personnel shall adhere to the above Duty Manual section.

A handwritten signature in black ink, appearing to read 'A. Mata', is positioned above the printed name and title.

Anthony Mata
Chief of Police

AM:SD