


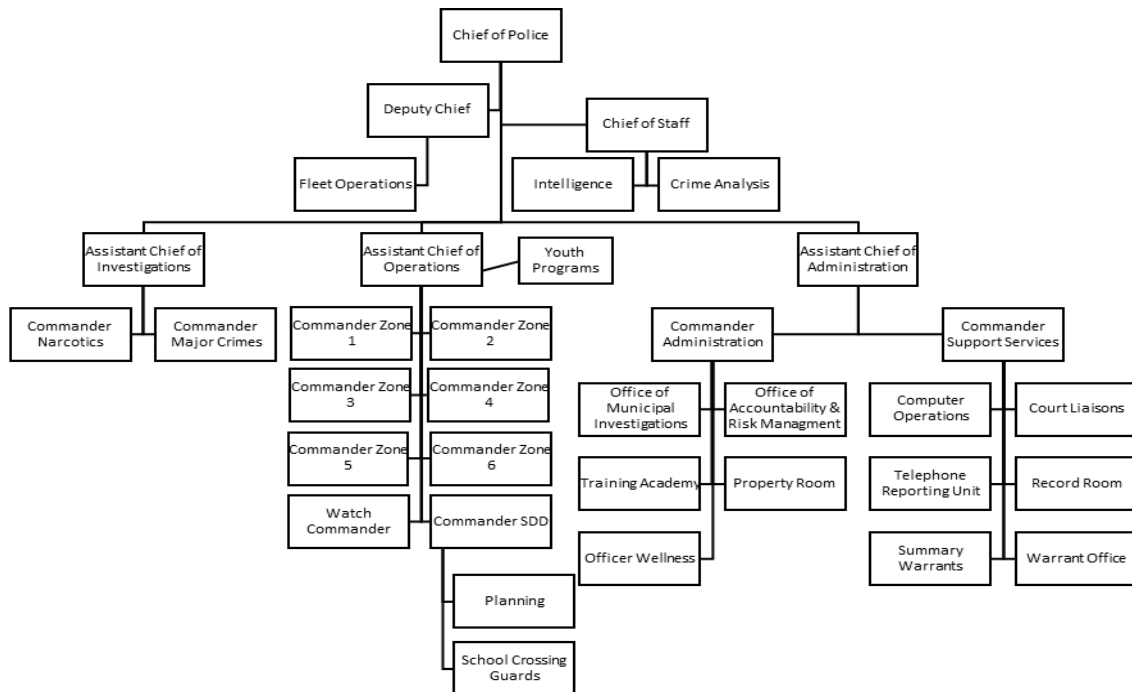
PBP FORM 290  PITTSBURGH BUREAU OF POLICE <i>"...honor, integrity, courage, respect, and compassion."</i>		SUBJECT: "ORGANIZATIONAL AND RANK STRUCTURE: PITTSBURGH BUREAU OF POLICE"	ORDER NUMBER: 13-01
		PLEAC STANDARD: 1.4.1	PAGE 1 OF 3
RE-ISSUE DATE: 9/9/2019	EFFECTIVE DATE: 6/29/2015	REVIEW MONTH: JUNE	RESCINDS: ALL PREVIOUS
			AMENDS: NONE

1.0 POLICY OR PURPOSE:

1.1 The purpose of this order is to describe the rank structure of the Pittsburgh Bureau of Police and to communicate the general process by which responsibility of command is passed from one rank to another. In keeping with the principles of a hierarchical organizational structure, Bureau members shall operate within their established chain-of-command unless exigent circumstances dictate otherwise.

2.0 ORGANIZATIONAL STRUCTURE OF THE PITTSBURGH BUREAU OF POLICE:

- 2.1 The Bureau of Police is a subordinate unit of the Department of Public Safety.
- 2.2 Pursuant to City Ordinance, the Mayor of the City of Pittsburgh shall appoint a Chief of Police who will serve as the executive head of the Bureau of Police. All orders or directives that originate from the Mayor or the Director of Public Safety shall be directed through the Office of the Chief of Police.
- 2.3 The Bureau of Police is composed of three major divisions: Investigations, Operations, and Administration.
- 2.4 The City is divided into operational zones for policing/planning purposes. These operational zones will not be altered without the approval and coordination of the Chief of Police.
- 2.5 Organizational chart for the Pittsburgh Bureau of Police:



3.0 RANK STRUCTURE OF THE PITTSBURGH BUREAU OF POLICE: The relative rank structure for members of the Bureau of Police, along with general descriptions of the duties of each rank, shall be as follows:

3.1 Chief of Police

The Chief of Police shall be responsible and accountable for the governance, leadership, performance, efficiency and general good conduct of the Bureau. As the Executive Head of the PBP, the Chief of Police shall be ultimately responsible for ensuring the achievement of the highest levels of integrity and performance.

3.1.1 Police Chief of Staff

The Police Chief of Staff ensures coordination and integration of the Bureau's mission with the execution of that mission; engages with appropriate divisions/units within the Bureau to communicate the Bureau's mission and policies; coordinates and integrates functions in the Bureau that require specialized knowledge, tracking, and communication of critical issues; and maintains liaison with key public and private sector officials, including the Mayor's Office and City Council.

3.2 Deputy Chief

The Deputy Chief of Police, under the managerial direction of the Chief of Police, is responsible for the oversight and control of the Pittsburgh Bureau of Police. Engaging with key public and private sector officials and appropriate divisions/units, the Deputy Chief identifies, implements and enforces effective processes, rules, regulations, procedures, and orders for accomplishing the Bureau's mission. As the Deputy Senior leader of the Bureau of Police, the Deputy Chief commands the Assistant Chiefs' of the Investigations, Operations, and Administration Branches to ensure the efficient and effective operation of the Pittsburgh Bureau of Police.

3.3 Assistant Chief of Police

An Assistant Chief of Police shall be responsible and accountable for the efficient and effective operation of the Investigations, Operations, and Administration divisions within the Bureau of Police. An Assistant Chief provides executive management, leadership, administration and executive supervision of personnel within the respective major divisions.

3.4 Police Commander

A Police Commander shall provide executive management and leadership to an operational unit, under the direction of the Chief of Police, Deputy Chief, or an Assistant Chief of Police. The Commander exercises command and control of operations, administration and command supervision of personnel within their respective units.

3.5 Police Lieutenant

A Police Lieutenant shall manage and provide leadership to subordinate personnel as a shift commander or unit supervisor under the direction of their command-level supervisors. Police Lieutenants shall be responsible and accountable for the training, discipline, conduct and efficiency of all personnel under their command.

3.6 Police Sergeant

A Police Sergeant shall be responsible and accountable for the supervision, discipline, training and development of members under his/her authority. Unless otherwise assigned by the Chief of Police, Police Sergeants shall provide front line supervision, leadership and guidance in operational, investigative and administrative functions. They shall ensure that the strategies and directives of their commanding officers are translated accurately and faithfully to the personnel under their authority.

3.7 Police Officers and Detectives

3.7.1 Police Officer

Police officers are responsible for performing a variety of duties related to protection of life and property and enforcement of laws and ordinances and community service. Police officers are the first line of contact between the Bureau and the citizens & communities we serve. Through their efforts, they bring the police and the public it serves closer together to identify and address crime issues. Instead of merely responding to emergency calls and arresting criminals, police officers should attempt to get involved in finding out what causes crime and disorder and attempt to creatively solve problems in their assigned sectors and communities.

3.7.2 Police Detective

Detectives shall be responsible for conducting investigations as directed by their commanding officer, including but not limited to such tasks as scene investigations, custodial interrogations, case follow-up, case management and case presentation to prosecutors and/or the courts. A Detective has the authority to coordinate investigative efforts and is responsible for guiding and directing other officers during investigations. In doing so, Detectives will work cooperatively with supervisors to ensure that the interests of justice are served. In exercising such authority, a Detective shall not unnecessarily countermand the orders of supervisory officers, and supervisors will make every effort to comply with the requests of detectives absent other emergency priorities.

3.8 School Crossing Guards

School Crossing Guards routinely come into contact with the public in the performance of their duties. They are responsible for assisting children and other members of the general public with crossing streets at intersections and other areas as needed. They are essential to the safety of the children and general public they assist at their assigned intersection. As required, they direct traffic to allow emergency vehicles to proceed through intersections and control the movement of traffic when traffic signals are inoperative. School Crossing Guards may be called upon to instruct children in a classroom or informal setting on pedestrian safety.

3.9 Civilian Members

The efficiency and effectiveness of law enforcement agencies is enhanced when sworn and non-sworn personnel are appropriately used to perform those functions that are best suited to their special knowledge, skills and abilities. Therefore, this agency shall employ civilians for selected functions that do not require the authority of a sworn officer, thereby freeing sworn personnel for enforcement functions and capitalizing upon the talents of all employees.

Duties and responsibilities of civilian members shall be defined in position descriptions maintained in the Department of Personnel & Civil Service. Under the supervision and at the direction of their immediate supervisor, Civilian members will receive training appropriate to their duties or anticipated duties that will ensure that they are capable of fulfilling the duties and responsibilities outlined in the job descriptions.

Other members not enumerated above will be called upon in certain circumstances to exercise leadership and authority over other Bureau members, but shall not unnecessarily countermand the orders of supervisory officers. All Bureau members shall be given the authority to make decisions necessary to perform the functions of their assignment or to complete a task assigned by a supervisory officer. Bureau members shall be held accountable for the use of delegated authority as well as for the failure to use it properly. However, the ultimate responsibility remains with the supervisory officer delegating the authority to the Bureau member.

Approved By:



Scott Schubert
Chief of Police