



DM13

**AUTHORITY & SUPERVISION**

DM13

Effective Date: 23 July 1997  
Last Reviewed/Revised Date: 08 December 2022\*

**Contents**

POLICY ..... 1

    Authority ..... 1

    Organizational Components & Functions .....2

    Direction Protocol .....2

    Supervision & Compliance .....2

    Line of Authority & Responsibility .....2

REASON FOR POLICY .....3

RELATED POLICIES .....3

DEFINITIONS .....3

PROCEDURES .....4

    Delegation, Responsibilities & Temporary Vacancies .....4

    Direction of Members .....5

    Discretionary Power to Act .....5

    Special Municipal Constable .....5

    Members Assigned to Joint Forces Operations .....6

**POLICY**

**Authority**

1. The Delta Police Department (Department) shall provide policing services in accordance with the *B.C. Police Act* (Act) and its regulations.
2. The duties and functions of the Department shall be under the direction of the Delta Police Board (Board) in accordance with the Act.
3. The Chief Constable of the Department has, under the direction of the Board, general supervision and command over the Department and must perform the other functions and duties assigned to the Chief Constable under the Act, or as required under any other Act.
4. The Chief Constable may delegate authority to the extent considered necessary and proper.

DM13

Authority & Supervision

DM13



5. The Department has established a line of authority to:
  - a) identify the rank structure and responsibility for direction; and
  - b) designate the order of precedence for authority that will ensure that the appropriate leadership and supervisory direction is available at all times.
6. Department employees will have the authority to make decisions necessary for the effective and lawful execution of their responsibilities.

### **Organizational Components & Functions**

7. Each organizational component and function within the Department will have a designated position that has authority for that component or function and is accountable and responsible for it.

### **Direction Protocol**

8. Where employees of different components or functions are engaged in a single operational or administrative situation, there will be a clearly established and defined line of authority protocol conveyed to all employees involved.

### **Supervision & Compliance**

9. Supervisors will be responsible for the work-related performance of departmental employees under their immediate supervision.
10. Employees will comply with the lawful directions of supervisors including directions relayed from supervisors of other employees of the same or lesser seniority or of the same or lesser rank.

### **Line of Authority & Responsibility**

11. The police line of authority and responsibility for supervision by rank shall be:
  - a) Chief Constable;
  - b) Deputy Chief Constable;
  - c) Superintendent;
  - d) Inspector;
  - e) Staff Sergeant;
  - f) Sergeant;



- g) Senior Constable;
  - h) Constable;
  - i) Special Municipal Constable.
12. The police staff line of authority and responsibility for supervision shall be:
- a) Chief Constable;
  - b) Deputy Chief Constable;
  - c) Police Staff Manager;
  - d) Police Staff Supervisor;
13. Sections 11 and 12 of this Policy do not preclude the practice where some police staff shall be supervised by a police staff supervisor but subject to police supervision in operational circumstances.

### REASON FOR POLICY

- 14. To establish authority, responsibility and accountability for the Department, its components, functions and employees.
- 15. To provide effective supervision.
- 16. To enhance coordination between components and functions.
- 17. To identify employee reporting responsibilities.

### RELATED POLICIES

- EC31 – Personal Relationships
- EM11 – Rank & Position Descriptions
- EM23 – Promotional Process
- EM24 – Acting Appointments

### DEFINITIONS

- 18. Management and supervisory terms appearing throughout Department Policy and Procedure are defined as follows:

**Certified Municipal Constable:** Constable as defined by the Act Rules Regarding Training, Certification and Registration.



**Duty NCO:** Staff Sergeant on duty at any given point in time.

**Employees:** all employees and appointees of the Board.

**Executive Officer:** Chief Constable, Deputy Chief Constable, Superintendent or Inspector.

**Police Staff Manager:** a designated exempt Police Staff Manager.

**Management Team:** the management team collectively responsible for the operation and administration of the Department comprised of Executive Officers and Police Staff Managers.

**Member:** Sworn Police Officer appointed by the Board.

**NCO:** means Sergeant or Staff Sergeant.

**On Call Duty Officer:** the designated Executive Officer who is on call at any given time including after regular business hours, weekends and statutory holidays.

**Reserve Constable:** Special Municipal Constable as defined by Section 35 of the Act.

**Senior Constable:** Constable who is a Certified Municipal Constable having more service than another Certified Municipal Constable.

**Senior Executive Officer:** Chief Constable or Deputy Chief Constable.

**Supervisor:** Sergeant or Staff Sergeant having the responsibility for first level supervision of employees under their direction or the designated police staff having first level supervision of employees under their direction.

## PROCEDURES

### Delegation, Responsibilities & Temporary Vacancies

19. The Deputy Chief Constable automatically and as of right, assumes all the powers and responsibilities of the Chief Constable during the absence of the Chief Constable.



20. In the absence of an Executive Officer, the Duty NCO assumes the responsibility of Chief Constable until relieved of the responsibility by an Executive Officer.
21. Duty NCOs are responsible for the day-to-day operation of their respective Platoons, ensuring compliance with Department policies.
22. Supervisors are responsible and accountable for the day-to-day operation of their respective sections, ensuring compliance with Department policies.
23. All employees are expected to display a high standard of discipline, deportment and dress.
24. Members who are authorized to fill temporary supervisory rank vacancies shall exercise all the authority and responsibility of that rank (refer to Policy EM24 – *Acting Appointments*).
25. Employees shall not be assigned where a supervisory reporting relationship exists with another employee who is related or where a potential for conflict of interest may arise (refer to Policy EC31 – *Personal Relationships*).

### **Direction of Members**

26. Members shall act only on the direction of an Executive Officer or NCO or Senior Constable of the Department, except:
  - a) within the Courts where the instruction of the Courts and Crown Counsel must be followed; or
  - b) while traveling on duty on a commercial flight where the instruction of the pilot in command or airline security must be followed (refer to Policy IC40 – *Transportation of Persons in Custody*).

### **Discretionary Power to Act**

27. Given the various sources of direction, this Policy shall not be construed to affect the discretionary powers of a member in the performance of duty or responsibility to act upon individual initiative.

### **Special Municipal Constable**

28. The Board may appoint Special Municipal Constable status, in accordance with Section 35 of the Act, to police staff or volunteers of the Department.



### Members Assigned to Joint Forces Operations

29. Members assigned to Joint Force Operations will function within the terms of any agreements with the participating agencies, providing the terms do not conflict with this policy. In the event of a conflict, members will abide by this Policy (refer to Policy IM70 – *Joint Forces Operations*).

\*Revised Dates:  
31 January 2008  
12 April 2012  
06 May 2016