



DEPARTMENT GOALS & OBJECTIVES

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I. DEFINITIONS

A. Mission

A broad statement of purpose or reason for existence. Mission statements may be used to explain the overall purpose and philosophy of an agency. However, the mission statement provides direction to all members in formulating goals and objectives. The agency's mission should change very infrequently, and only in order to reflect fundamental changes of the agency's role in the community and in society.

B. Goal

A general statement of an end or a result that one ultimately intends to achieve. A goal usually requires a long time to achieve and, whenever possible, should be stated in a way that permits measurement of its achievement. Due to their wide definition, agency goals should not frequently change. Characteristics of goals are:

- * Affect many persons, are large-scale.
- * May apply to programs of several components.
- * Provide strategic, as opposed to tactical, direction from upper management – goals say what we want to do, but not how to do it.

An example: "To solicit a partnership with the business community".

C. Objective

A specific end or result that one intends to attain in order to achieve partial fulfillment of a goal. An objective is a subgoal or an element of a goal and, therefore, requires a shorter time to accomplish than does a goal. An objective statement is *a* definitive statement to provide direction to employees. The objective should deal with results, be as quantifiable as possible, time-limited, measurable, understandable, achievable and feasible so that it can be evaluated as to whether or not it was accomplished.

An example: "To reduce business robberies in Northern District by 25% by December 31 of this year."

D. Work Plans

Work plans are detailed steps needed to accomplish the objectives and document the performance actions required to accomplish the work assignment. They are frequently tied to a time line and are an effective means of evaluating an organization's performance. Although work plans are very specific, they also leave room for flexibility to add services whose need may become apparent during the year.

An example: "Northern District, using an IAP for each initiative, will conduct two long term (30 days or longer) Quality of Life problem solving initiatives in the community of Brooklyn Park this year."

II. ANNUAL DEVELOPMENT OF GOALS & OBJECTIVES

A. Department Goals and Objectives

Each October 1st, the Chief of Police will formulate and publish department goals and objectives for the upcoming calendar year. These goals and objectives will be based on input from all levels of the department and will be distributed to all department personnel.

B. Bureau Goals, Objectives and Work Plans

Bureau Commanders, using the department's goals and objectives, are required to identify those department objectives that pertain to their command. Bureau Commanders will direct components under their command to develop the necessary work plans to meet those objectives. Some objectives may require work plans from more than one bureau. On or before December 15th, Bureau Commanders will report to the Chief of Police, in a memo, those department objectives that pertain to their command and the work plans that will be followed to achieve those objectives.

III. PROGRESS REPORTS ON ATTAINMENT OF GOALS AND OBJECTIVES

Quarterly, on dates established by the Chief of Police, Bureau Commanders will report on the progress toward the achievement of the department's goals and objectives.

IV. PROPONENT UNIT: Chief's Office.

V. CANCELLATION: This directive cancels Index Code 103, dated 01-22-08.