


MONROE COUNTY SHERIFF'S OFFICE

General Order

CHAPTER: 8 - A		TITLE: Specialized Assignments
EFFECTIVE DATE: August 19, 2009	NO. PAGES: 2	AMENDED:
REFERENCE: CALEA 16.2.1		RESCINDS: Special Order: Specialized Assignments, 08.17.2007
 Sheriff of Monroe County		

PURPOSE: To standardize the criteria and application for specialized assignments and provide for an annual review of each specialty position to determine its continuance.

POLICY: It is the Sheriff's policy to make the application and criteria for specialized assignments a standardized process therefore creating an equitable and uniform procedure.

DISCUSSION: Specialized Assignments are characterized by increased levels of responsibility and specialized training.

Specialized assignments may be created to serve an immediate need of the Office.

Annually these assignments should be reviewed to determine if they are still serving the original purpose or should they be discontinued. Specialized Assignments typically are additional duties to a deputy's primary assignment.

PROCEDURE:

Specialized Assignments Identified

- Bomb technician
- SWAT team member
- Dive team member
- Canine Deputy
- Firearms interdiction reduction enforcement strike force.

- Blue Lightning Strike Force
- Other assignments as assigned

Selection for Specialized Assignments

Notice of vacancies within specialized assignments and the requisite position qualifications shall be published throughout the agency via Outlook.

The Notice requirements for these positions are the same as with all other vacancies within the agency.

The chosen candidate will be recommended for the assignment following an oral board.

The Sheriff or his/her designee shall make the ultimate selection of the candidate for the specialized assignment.
[CALEA 16.2.2]

Annual Review

In order to avoid overspecialization and to ensure the continued effective operation of the Office, the Chief of the Bureau of Law Enforcement will conduct an annual review of specialty assignments.

The review will be due by March 1st of each calendar year and shall be sent to the Undersheriff via chain-of-command.

The review will include:

- A list of the agency's specialized assignments and the personnel assigned to each assignment
- A statement of purpose for each of the specialty assignments
- An evaluation of the initial problem or condition that required the implementation of each specialty and if the Office still has a need for the specialized assignment.

A decision on whether to continue a specialized assignment will be made by the Sheriff after the review has been completed.