



LINCOLN POLICE DEPARTMENT GENERAL ORDERS

NUMBER: 1060
TOPIC: INSPECTIONS
ISSUED BY: MICHON MORROW, CHIEF OF POLICE
DATE: 1-1-2024
SUPERSEDES: G.O. 1060, 2023
REFERENCE:

I. POLICY

The inspectional process is designed to evaluate the quality and efficiency of department operations, confirm that goals and objectives are being pursued, identify the need for additional resources, and provide information to assist in planning for desired changes.

II. PROCEDURE

A. Staff Inspections (53.2.1)

1. Staff inspections involve a comprehensive review of operating procedures specific to an organizational component.
2. Staff inspections will be conducted every four-years by the Management Services Unit for all organizational components. An additional inspection may be ordered by the chief of police.
3. The Management Services Unit will send written notice to the unit head regarding a scheduled inspection.
4. An itemized check sheet outlining the procedures, activities, and equipment to be inspected will be utilized.
5. At the conclusion of the inspection, the Management Services Unit will submit a written report to the unit head, assistant chiefs and chief of police. The report will identify any deficiencies, positive aspects, and recommendations.
6. If deficiencies are noted, a follow-up inspection will be conducted to ensure that changes have been implemented. A written report of the follow-up inspection will be submitted to the unit head, assistant chiefs and chief of police.

B. Line Inspections (53.1.1)

1. Line inspections are an activity to ensure that employees are acting in concert with agency requirements in such areas as personal appearance, use and maintenance of equipment, and adherence to agency directives and orders.
2. Supervisors are responsible for performing line inspections on a weekly basis.
3. A visual inspection will be conducted of employees' personal appearance and the condition of their equipment during the work shift.
4. Supervisors will monitor the work performance of their employees to determine if they are adhering to department directives and orders.
5. A written report of the line inspection is only required if corrective or disciplinary action is needed.
6. Supervisors will follow-up to ensure that corrective action has been taken concerning unacceptable conditions or performance.
7. Cruiser inspections shall be conducted biannually with a Cruiser Inspection form completed and submitted to the Management Services Unit.

