


Watch Commanders

421.1 POLICY HEADER

Original Effective Date:	Revised Date:
September 1, 2021	January 4, 2023
Authorization:  Jason Haberman Chief of Police	

421.2 PURPOSE AND SCOPE

This policy provides guidelines for the designation of a Watch Commander.

421.3 POLICY

Each shift will be directed by a Watch Commander capable of making decisions and managing in a manner consistent with the mission of the Mt. Lebanon Police Department. To accomplish this, a Lieutenant shall be designated as the Watch Commander for each shift.

421.4 DESIGNATION AS ACTING WATCH COMMANDER

With authorization from the Duty Officer, when a Lieutenant becomes incapacitated for duty as Watch Commander, a qualified lower-ranking member shall be designated as acting Watch Commander until relieved by a Lieutenant or Deputy Chief of Police.

421.5 WATCH COMMANDER RESPONSIBILITIES

The Watch Commander shall have overall responsibility and accountability for the operation of this department on an assigned shift. Duties may include, but are not limited to:

- (a) Ensuring sufficient members are on-duty to accomplish the mission of the Mt. Lebanon Police Department.
- (b) Providing command-level oversight of major crime scenes, tactical situations or disasters.
- (c) Establishing service-level priorities.
- (d) Providing job-related training and guidance to subordinates.

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- (e) Acquiring outside resources or providing assistance to other agencies, when applicable.
- (f) Handling service inquiries or complaints from the public.
- (g) Acting as the Public Information Officer when appropriate.
- (h) Managing risk exposure.
- (i) Ensuring the security of all department facilities.
- (j) Ensuring the proper equipment and vehicles are available for member use.
- (k) Representing the Department at community functions.