



OPERATIONS ORDER

Field Watch Commander

Purpose and Scope

This order establishes the Field Watch Commander position, expectations, and general responsibilities. Watch Commanders represent Management and are entrusted with the authority and responsibility for operations and leadership of field supervisors and line personnel.

Affected Personnel

Division Chiefs; Assistant Division Chiefs; Watch Commanders; Supervising Probation Officers, and all line personnel involved in field operations.

Authority

Administrative Directive

Effective Date

August 4, 2020

I. Expectations

- A. Watch Commanders shall demonstrate professional competence and exercise mature judgement in their decisions. They are expected to teach and promote safe practices, provide leadership and support, and facilitate communication between managers, supervisors and line personnel.
- B. Watch Commanders shall demonstrate integrity and honesty at all times and shall refrain from allowing personal feelings, prejudices, animosities, or friendships to influence their decisions.
- C. Watch Commanders shall take a proactive role in preventing critical incidents, and have the ability to take control, direct others, and make immediate decisions in any operational situation, including emergencies.

II. Duties and Responsibilities

Duties and responsibilities include, but are not limited to:

- A. Provide assistance to Division Chiefs and Assistant Division Chiefs and serve as Officer-in-Charge in their absence.

- B. Oversee and assist Supervising Probation Officers who carry out day-to-day field operations.
- C. Assist with administrative functions such as the review and response to incoming correspondence associated with their watch.
- D. The Supervisor or his/her designee will notify Watch Commander(s), either in-person or via cell phone, when an Operational Outline needs Watch Commander approval based on an elevated Threat Assessment.
- E. Approve all operations when the location is outside the County of Sacramento and the Operational Outline needs Watch Commander approval based on an elevated Threat Assessment.
- F. Has the authority to review and approve, disapprove, or require alternative action on all Operational Plans. This includes ensuring Operational Plans are tactically sound, sufficiently staffed and consistent with the Department's mission, policies, and operational procedures.
- G. Authorize the use of the breaching tool prior to any planned forced entry.
- H. Respond to operations and critical incidents including:
 - 1. On duty firearm discharges and Conducted Electrical Weapon (CEW) deployments, other than during training scenarios;
 - 2. Use of force incidents where an officer or subject sustains an injury requiring emergency medical treatment;
 - 3. When breaching tools are needed or used;
 - 4. High risk tactical operations where a forced entry has been planned or is otherwise reasonably anticipated;
 - 5. Other incidents as directed or deemed appropriate.
- I. Conduct thorough written reviews of all field events and critical incidents outlined above to ensure complete and accurate reporting and, when applicable, the written review shall include:
 - 1. Alternative actions that may have been available, including recommendations for handling similar situations in the future;
 - 2. Identification of training or policy issues.
- J. The written review shall be conducted by a Watch Commander who was not directly involved in the event. If another Watch Commander is unavailable, the review shall be completed by the involved Watch Commander's Assistant Division Chief.

III. Command of Field Operations

Command and responsibility of personnel and resources at a field operation rests with the case agent or Incident Commander on scene. Supervising Probation Officers, Field Watch Commanders or other higher ranking officers may provide support and guidance;

however, they may not actively direct the operation unless they verbally inform the subordinate they are taking charge.

A Supervising Probation Officer, Watch Commander or higher ranking officer at an emergency scene who chooses not to take command may be held accountable for unfavorable developments which could have been prevented by assuming control.

IV. Acting Watch Commander

In the event a Watch Commander is unavailable, the Watch Commander's Division Chief shall designate an Assistant Division Chief or trained Supervising Probation Officer to perform the duties of the Watch Commander.

The Watch Commander's Division Chief, or his/her designee, shall be responsible for notifying the Probation Communication Operator whenever a scheduled Watch Commander is absent and/or an Acting Watch Commander has been designated to cover that position.

V. Training Requirements

Supervising Probation Officers, Assistant Division Chiefs and Division Chiefs shall complete Department Watch Commander training prior to assuming the duties of Field Watch Commander or Acting Field Watch Commander.

Attachments

Not applicable

Amends/Replaces

Amends Watch Commander Operations Order 11.17.2015

Authorized By  **Date** 5/22/2020
Lee Seale, Chief Probation Officer