

## Divisional Policies

### 400.1 PURPOSE

To ensure that all members of the Criminal Investigations Division read and understand the divisional procedures and who is responsible for the maintenance and upkeep of those procedures.

### 400.2 PROCEDURE

The Criminal Investigations Divisional Commander is responsible to ensure that all divisional policies within this chapter are kept up to date and are relevant.

No changes in Division policies shall be made by any member of the Division without approval of the Division Commander.

It shall be the responsibility of each member of the Division to read and comply with all divisional policies and procedures.

If clarification is required of any divisional policy, contact your immediate supervisor.