

# DALTON POLICE DEPARTMENT

	<i>Effective Date</i> <b>May 1, 1998</b>	<i>Number</i> <b>GO88-3.13</b>
<i>Subject</i> <b>Chaplain Program</b>		
<i>Reference</i> <b>CALEA Standards – 22.1.4, 45.3.1, 45.3.2, 45.3.3</b>		<i>Revised</i> <b>August <del>27, 2019</del> 24, 2021</b>
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I. **Policy**

It is the policy of the Dalton Police Department to provide a total police service program to meet the various needs of Department personnel. One of these needs is the Chaplain Program.

II. **Credentials**

- A. Chaplains may or may not be duly sworn law enforcement officers, but they must have a strong faith in God and a great love for people, whom God created. A Chaplain must recognize that his / her daily living will be the criteria by which he / she is accepted or rejected by the Officer with whom he / she is working.
- B. Chaplains shall carry on their person proper identification issued by the Department and shall properly identify themselves in a manner becoming the ministry.
- C. The Chaplain Program falls under the command of the Patrol Division Commander.

III. **Authority**

Chaplains are staff assistants to the Chief of Police. Chaplains are authorized to visit Officers ~~of the Agency~~ and have access to all buildings and scenes where the presence of Officers indicates the requirement for or need of Chaplain services.

IV. **Nomination and Appointment**

- A. The Chief of Police shall officially approve each Chaplain for service as a volunteer Chaplain for the Department.
- B. Chaplains so approved are representatives of their denomination but ecumenical in service. Their acceptability as law enforcement Chaplains is contingent upon their continuance in good standing within the religious organizations they represent.
- C. Chaplains not in good standing within the religious organizations they represent or deemed not suited to meet the needs of the Department shall be removed from the Chaplain Program.

V. **Duties**

The Chaplains' duties are listed in terms of service to law enforcement Officers, their families, the community, and their churches.

VI. **Duty in the Field**

- A. The Department shall authorize Chaplains to ride with Officers. This should be done frequently during the initial orientation of each Chaplain and be continued as an ongoing activity, at least once monthly, to keep the Chaplain in touch with pressures and problems that confront men and women on the street. This will also give Officers the opportunity to discuss situations when they have tried to help persons in crisis.
- B. Chaplains shall be available to support Officers with counseling or providing advice to persons involved in family crises or other stressful situations. In these cases, Chaplains shall not intervene unless requested to do so by the Officer.
- C. Chaplains shall be available to any Officer to assist in any crisis situation the Officer is involved. This may be as a consultant or assistant to the Officer who is actually conducting an investigation.
- D. Chaplains may be called to assist Officers when there is an accident involving serious injury and there is need to provide comfort to injured parties and / or their families.
- E. Chaplains shall counsel Officers in dealing with possible religious frauds that seek to take advantage of the community.

VII. **Duty to Personnel and Family**

- A. As specialists in the field of religious guidance, Chaplains shall be advisors to the Chief of Police in all matters pertaining to moral, spiritual, and religious welfare of Department personnel.
- B. Officers often feel the need for a neutral person in whom to confide more freely than they might with their Supervisors, fellow Officers, members of their families, or their clergy, especially in time of death, serious injury, or job-related crisis.
- C. Chaplains shall be available, as requested, to employees and their families in times of personal stress and / or crisis.
- D. Chaplains shall assist Department officials in making notification to families of Officers receiving serious injury or upon the death of an Officer.
- E. Chaplains shall visit sick and injured personnel at home or in the hospital.
- F. Chaplains shall be available to make appointments or referrals for counseling with professionally accredited counseling services for employees involved in marital disputes and / or quarrels, as the situation dictates.

**RESTRICTED LAW ENFORCEMENT DATA**

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VIII. **Duty to Department Training and Operations**

- A. Chaplains shall serve in ceremonial functions consistent with their positions, funeral and memorial services where they represent the Department, and religious or civil ceremonies, such as academy graduations.
- B. Chaplains shall function in a religious role consistent with the tenets and practices of their faith. If the Chaplains cannot provide assistance, they will make every effort to provide for the required ministrations.
- C. Chaplains shall coordinate and plan religious services and / or religious educational programs for the Department.
- D. Chaplains shall make presentations during Recruit orientations. Presentation topics may include Department personnel and family orientation, personal stress management, family crisis intervention, or acquainting Recruits with the services of the Chaplain Program.
- E. Chaplains shall occasionally attend in-service training.
- F. Chaplains shall occasionally attend roll call sessions, even though they may or may not take an active part in them.
- G. Chaplains shall be on call and shall communicate the order and frequency of the call rotation to the Whitfield County 911 Center and to the Patrol Division Commander.
- H. Chaplains shall follow proper Departmental policies and procedures.
- I. Chaplains shall be familiar with communications procedures established by the Department and shall conform to them.
- J. Chaplains are subject to proper protocol procedures and discipline and shall report to the Incident Commander when arriving at the scene of an emergency.
- K. Chaplains shall make regular monthly reports of their activities and submit them to the Patrol Division Commander.
- L. Chaplains shall not release any information to the news media, insurance agencies, or attorneys regarding cases where they are involved. All information secured should be held in confidence and used only for the benefit of the person or Officer involved.
- M. The Chaplain shall not publicly criticize the action of any law enforcement Officer, Department official, fellow Chaplain, or Department policy or action. Any Chaplain having a grievance shall take follow the process as outlined in policy GO11-3.18, Grievance Procedures.

IX. **Duty to the Church and Community**

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- A. Chaplains shall act as liaisons between the local ministerial alliance or association and the Department.
  - B. Chaplains shall maintain professional relationships with the clergy of the community at all times.
  - C. Chaplains shall make referrals of persons in crisis to the clergy of his / her choice as soon as possible.
  - D. Chaplains shall not usurp the position of pastor or clergy or act in an unethical way at any time.
  - E. Because of his / her orientation in religion and psychology, a law enforcement Chaplain may provide assistance to domestic disturbances, the mentally ill, juvenile situations, neighborhood problems, racial problems, religious fraud, and other situations. Chaplain services may be utilized at the discretion of the Chief of Police.
  - F. Chaplains shall become involved in domestic situations only when a Supervisor feels that the Chaplain's services may be of help to the families involved.
  - G. Chaplains shall provide counsel to the youth of the community and their families on behalf of the Department, when requested by a Supervisor.
  - H. Chaplains shall console and comfort victims of community disasters, such as floods, fires, tornadoes, and explosions, and their relatives, on behalf of the Department when requested by a Supervisor.
- X. **Qualifications**

Qualifications for Chaplain shall be enumerated in the Chaplain's job description, which shall be maintained by the Support Services Division.

XI. **Training**

After appointment by the Chief of Police, all Chaplains ~~will~~ shall, at a minimum:

- A. Attend and complete GCIC Security and Awareness training
- B. Complete any additional training as directed by the Chief of Police

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

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