

GREELEY POLICE DEPARTMENT

General Order 207.00

Reviewed: 02/15

207.00 CORRESPONDENCE

- Division Commanders may at their discretion designate members of the division authorized to sign official departmental correspondence.
- All departmental correspondence directed to the following will be prepared for the signature of the Chief of Police:
 - The President of the United States,
 - Any member of the United States Congress,
 - The governor of any state,
 - The staff of the governor of any state,
 - Any member of the Colorado State Legislature.
- The official letterhead of the City of Greeley will be used when corresponding on official business.

GENERAL ORDER 207.00 CORRESPONDENCE	Reviewed: 02/15
Authorized by Jerry Garner, Police Chief	
Effective Date: February <u>27</u> , 2015	
Signature 	Date: <u>2/27/15</u>