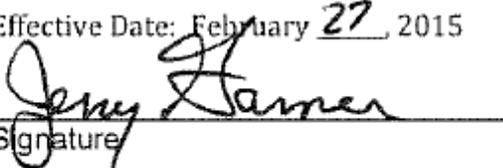


General Order 224.00

Reviewed: 02/15

**224.00 MANAGEMENT INFORMATION SYSTEM**

- The reporting system will encompass three basic reporting mechanisms.
  - Daily Reporting: Supervisors will use the department's e-mail system to provide notification concerning situations of interest that occur throughout the day.
  - Monthly Reports: Division Commanders will be responsible for preparing a monthly report directed to the Chief of Police. The monthly reports will provide statistical and narrative information concerning topics approved by the Chief of Police.
  - Annual Reports: Annual reports will contain a total statistical review and narratives to support the requested information.

GENERAL ORDER 224 MANAGEMENT INFORMATION SYSTEM	Reviewed: 02/15
Authorized by Jerry Garner, Police Chief	
Effective Date: February <u>27</u> , 2015	
 Signature	Date: <u>2/27/15</u>