

GENERAL ORDER



DISTRICT OF COLUMBIA

Subject
Organization of the Metropolitan Police Department (MPD)

Topic	Series	Number
OMA	101	10

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I. BACKGROUND

This General Order describes the organizational structure of the Metropolitan Police Department (MPD). The organizational charts that depict this structure are attached to this order, and can be viewed on the Department Internet site at <http://mpdc.dc.gov/orgcharts>. (CALEA 11.1.1) (CALEA 11.1.2)

II. DEFINITIONS

For the purpose of this directive, the following terms shall have the designated meanings:

1. Elements – The term that describes organizational components comprising the Metropolitan Police Department.

Headquarters elements are generally comprised of the following:

- a. Office – An element that provides support functions to the entire Department, eight (8) of which report directly to the Chief of Police, three (3) of which report directly to Corporate Support Group. There are two (2) additional Offices in the Corporate Support Group that report to outside agencies, but liaison with the MPD.
- b. Group – A major element of the Department. There are two (2) groups: the Operational Services Group, which manages field operations, and the Corporate Support Group, which provides support functions.

- c. Division – A sub element of a Group or Office that contains at least two (2) sub elements that may be branches, sections, or units.
 - d. Branch – A sub element of an Office, Command, or Division with at least two (2) Sections.
 - e. Section – A sub element of a Division or Branch with at least two (2) Units or Teams.
 - f. Unit or Team – An element containing more than one (1) staff person and performing a specialized function.
2. Field elements are generally comprised of the following:
- a. Command – A major field operation with a specific area of responsibility. There are four (4) Commands: Regional Operations Command (ROC) North, ROC Central, ROC East, and Operational Support Command.
 - b. Division – A sub element of a Command that contains at least two (2) sub elements that may be branches, sections, or units.
 - c. District – A geographic subdivision of a Regional Operations Command.
 - d. Sector – A geographic subdivision of a District.
 - e. Police Service Area (PSA) – A geographical subdivision of a Sector in a District.
 - f. Team – A sub element of a District, Sector, or Section that performs a specific task or operation, or provides a specific service.
 - g. Platoon – A civil disturbance element consisting of squads of officers, with each Squad headed by a supervisor. A Platoon may report to a District, or to the Special Operations Division, depending on the special event.
 - h. Squad – A sub element of a Platoon or Section that performs a specific field operation.

III. REGULATION

The Chief of Police must approve any changes to the organizational structure of the Metropolitan Police Department, as described in this directive, prior to implementation of the change.

IV. PRIMARY ORGANIZATIONAL ELEMENTS

The MPD is comprised of three (3) major organizational elements. They are the Office of the Chief of Police (OCOP), the Corporate Support Group, and the Operational Services Group.

1. The Office of the Chief of Police (OCOP): As the Chief Executive Officer of the Department, the Chief of Police is the final authority for all policies, procedures, and activities of the Department and its members. The eight (8) Offices that comprise the OCOP provide specialized service to the Chief of Police in support of the Department's mission and vision.
2. The Corporate Support Group provides support to all Department operations in the areas of human services, training, and general and police business services, to include Facilities and Fleet Management, Equipment and Supply Management, Reproduction Services, Evidence Control, Fingerprint Analysis, Security Officers Management Branch, Records Branch, and management of the Central Cellblock.
3. The Operational Services Group is comprised of elements at Headquarters and operational elements in the field. Headquarters elements provide administrative, intelligence, and tactical support to the major field elements. The four (4) major field elements are commands that include the three (3) ROCs and Operational Support Command. These Commands are responsible for patrol, tactical, investigative, intelligence, security, and traffic safety services.

V. OFFICE OF THE CHIEF OF POLICE (OCOP)

- A. The OCOP includes:
 1. Office of the Chief Administrative Officer (OCAO)
 2. Office of the Chief Information Officer (OCIO)
 3. Office of General Counsel (OGC)
 4. Office of Homeland Security and Counter-Terrorism (OHSCT)
 5. Office of Corporate Communications (OCC)
 6. Office of Professional Responsibility (OPR)
 7. Office of Security Services (OSS)
 8. Office of Organizational Development (OOD)

- B. Office of the Chief Administrative Officer provides daily operations support to the Chief of Police in the areas of administrative functions, legislative analysis, strategic planning, performance management, and D.C. City Council relations. OCAO includes:
 - 1. Police Officer Standards and Training Unit (POST)
 - 2. Strategic Planning Division, which assists in establishing Department goals, policy positions, priorities and legislative initiatives. The Division includes:
 - a. Legislative Affairs Unit
 - b. Performance Management Unit
 - 3. Chief of Police Support Unit
- C. Office of the Chief Information Officer provides network and computer hardware and software support services to the Department. The OCIO includes:
 - 1. Systems Integration Division designs, engineers, plans and implements business solutions. The Division includes:
 - a. Systems Engineering Unit
 - b. Enterprise Solutions Unit
 - 2. Network Integration Division designs, engineers, plans and implements network infrastructure and operations. The Division includes:
 - a. Network Engineering Unit
 - b. Solutions Laboratory Unit
 - 3. Program Control Division provides business engineering, client advocacy and user support services and financial control. The Division includes:
 - a. Customer Relationship Management Unit
 - b. Business Process Support Unit
 - 4. Information Security Division ensures access control to MPD network and information resource. The Division includes:
 - a. Network Security Unit
 - b. Account Management Unit

- D. Office of General Counsel provides legal advice, review, and support to ensure that the services provided and actions taken by the Department are consistent with D.C. and federal laws, rules, and regulations and labor agreements. OGC includes:
1. Labor and Employee Relations Unit
 2. Freedom of Information Act (FOIA) Unit
- E. The Office of Homeland Security and Counter-Terrorism provides a long-term, unified effort to improve the Department's level of preparedness to prevent, detect, deter and respond to emerging threats, including terrorism. The Office includes the following:
1. Operations and Intelligence Division
 - a. Domestic Security Section
 - (1) Specialized Training Unit
 - (2) Equipment and Personal Protection Equipment Unit
 - b. Threat Detection and Analysis Section
 - (1) Joint Terrorism Task Force (JTTF) and Counter-Terrorism (CT) Unit
 - (2) Analysis and Products Unit
 - (3) National Joint Terrorism Task Force (NJTTF) and Command Center Coordination Unit
 2. Planning and Preparedness Division
 - a. Project Management and Interagency Coordination Unit
 - b. Prevention and Preparedness Unit
 3. Grants Management Unit
- F. Office of Corporate Communications provides the public and Department members with timely and accurate information to make them aware of policies, programs, and issues facing the Department. This office manages the Department's Internet web site, and responds to all media queries. The Office includes:
1. Public Information Unit

- G. Office of Professional Responsibility manages police court appearances and implements and maintains the Department's anti-corruption programs, including use of force investigations and monitoring. OPR provides investigative and disciplinary review services to ensure that members are adhering to laws, regulations, and policies, and collects data on allegations of misconduct for analysis and assessment. OPR includes:
1. Disciplinary Review Division, which provides staff assistance to the Office of Human Services in the administration of the adverse action process; operates and provides administrative support for the Department's disciplinary hearings and conferences; provides staff liaison with the D.C. Office of Police Complaints (OPC); provides information and advice to the Chief of Police and all commands concerning the administration of discipline; and recommends appropriate training and technical assistance for inclusion in the Department's training programs. Disciplinary Review includes:
 - a. Disciplinary Investigations Review Unit
 - b. Office of Police Complaints Liaison Unit
 2. Internal Affairs Division, which provides the Department with investigative services in alleged incidents of criminal activity and infractions of disciplinary rules by members of the Department; investigates use of force incidents not assigned for chain of command investigation; provides administrative support for the Use of Force Review Board; and provides investigative resources to other D.C. Government agencies as directed by the Chief of Police. Internal Affairs Division includes:
 - a. Police Misconduct Section
 - (1) Misconduct Investigation Team 1
 - (2) Misconduct Investigation Team 2
 - (3) Misconduct Investigation Team 3
 - (4) Special Investigation Team
 - b. Civil Rights and Force Investigation Section
 - (1) Force Investigation Team 1
 - (2) Force Investigation Team 2
 - c. Operations Section
 - (1) Administrative Unit

- (2) Technical Services Unit
- 3. Court Liaison Division handles the notification, time keeping, and monitoring of officers involved in prosecutorial and court appearances. The Division includes:
 - a. General Operations Section
 - (1) Computer Automated Notification System (CANS) Unit
 - (2) Front Counter Unit
 - (3) Bureau of Traffic Adjudication (BTA) Unit
 - (4) U.S. Attorney Papering Unit
 - (5) Preliminary Hearing Unit
 - (6) Grand Jury/Witness Conference Unit
 - (7) Office of the Attorney General for the District of Columbia Unit
 - (8) U.S. District Court Unit
 - b. Papering Reform Unit
 - c. Report Administration and Audit Processing Unit
- 4. Diversity and Equal Employment Opportunity (EEO) Compliance Unit
- 5. Quality Assurance Unit
- H. Office of Security Services provides oversight and management of security services in D.C. Public Schools, maintains the Department's Cadet and Reserve programs, provides specially trained personnel in unusual law enforcement situations and coordinates deployment for special events. OSS includes:
 - 1. School Safety Division, which manages and directs security personnel working in DC Public Schools (DCPS) to protect DCPS school property and the students, staff, and visitors in DCPS school buildings and surrounding areas. The Division includes:
 - a. Metropolitan Police Boys and Girls Club Unit
 - 2. Special Operations Division (SOD) supports patrol operations by developing special tactics and deploying specially trained personnel in

unusual law enforcement situations and events; and coordinating with other agencies and organizational elements concerning special events and potential catastrophic situations. The Division includes:

- a. Tactical Patrol Branch
 - (1) Emergency Response Team Section
 - (a) Tactical Unit
 - (b) Negotiator Unit
 - (c) Explosive Ordnance Disposal Unit
 - (2) Harbor Patrol Section
 - (a) Boating Safety Unit
 - (b) Boating Patrol Unit
 - (3) Canine Patrol Unit
- b. Special Events Branch
 - (1) Operations Section
 - (a) Special Events Operations Unit
 - (b) Air Support Unit
 - (c) Horse Mounted Unit
 - (2) Support Section
 - (a) Planning Unit
 - (b) Event Support Unit
- c. Traffic Safety and Special Enforcement Branch
 - (1) Motor Carrier Unit
 - (2) Impaired Driver Support Unit
 - (3) Automated Traffic Enforcement Unit
 - (4) Grants and Programs Unit
 - (5) Major Crash Unit

3. Reserve Corps Division provides a corps of volunteer patrol officers in support of the seven (7) Police Districts, and investigative services as requested. The Division includes:
 - a. Investigative Support Unit
 - b. Patrol Support Unit
 4. Cadet Unit
- I. Office of Organizational Development fosters public safety innovations and reforms in the Department, among government agency partners, and with the community. OOD includes:
1. Policy and Program Development Division, which develops and publishes Department Directives and manages the Department's risk mitigation efforts, including accreditation. The Division includes:
 - a. Risk Management/Accreditation Unit
 - b. Directives Development Unit
 2. Research and Resource Development Division, which provides grant support, and research and analytical support and services. The Division includes:
 - a. Grants Unit
 - b. Research and Analysis Unit
 3. Policing for Prevention Division, which develops, manages, and monitors the Department's community policing strategy, provides outreach services to the community, and provides training and technical assistance to field personnel in the application of the community policing strategy. The Division includes:
 - a. Community Outreach Unit
 - b. Partnership Development Unit
 - c. Police Service Area (PSA) Support Unit

VI. CORPORATE SUPPORT GROUP

- A. The Corporate Support Group is the liaison to the Office of Contracting and Procurement and the Office of Unified Communications, and includes:

1. Office of Human Services (OHS)
 2. Office of Contracts and Support (OCS)
 3. Office of Police Communications (OPC)
 4. Institute of Police Science (IPS)
 5. General Support Services Division (GSSD)
 6. Police Business Services Division (PBSD)
- B. Office of Human Services hires, manages, and retains a qualified and diverse workforce, which includes recruitment efforts for new police officers. The Office also manages medical claims, ensures the Department is in compliance with all occupational health standards, and controls the testing and standards process for the selection and promotion of sworn members. The Office includes:
1. Medical Services Section
 - a. Medical Claims Unit
 - b. Occupational Health Compliance Unit
 2. Personnel Operations Section
 - a. Benefits Administration Unit
 - b. Personnel Processing Unit
 - c. Records Management Unit
 3. Recruiting Branch
 - a. Background Investigation Section
 - (1) Background Investigation Team 1
 - (2) Background Investigation Team 2
 - (3) Background Investigation Team 3
 - b. Recruiting and Outreach Section
 - (1) Recruiting and Outreach Team 1
 - (2) Recruiting and Outreach Team 2

(3) Recruiting and Outreach Team 3

4. Job Analysis Unit
 5. Testing and Standards Unit
- C. Office of Contracts and Support provides administrative/operational support services to the divisions within the Corporate Support Group. The Office also monitors contracts to ensure compliance with applicable local and federal law. This Office includes the Contract Monitoring Unit.
- D. Office of Police Communications is the Department's liaison to the Office of Unified Communications (OUC), monitoring that agency's compliance with MPD policies and procedures on emergency call taking and dispatching, the maintenance of MPD's two-way radio network and OUC's retention of police-related data. This unit is also responsible for the Department's inventory of cell phones and pagers and tracks Requests for Telephone Services (RTS) with the Office of the Chief Technology Officer. The Office includes:
1. Landline and Wireless Telephone Support Unit
- E. Institute of Police Science provides training services to Department members, to include specialized training to support field operations, recruit training, and firearms qualification and training. This Division is also responsible for the production of audio-visual products used for in-service, roll call, and specialized training. The Division includes:
1. Academic Services Section
 - a. Curriculum Development Unit
 - b. Instructor Certification Unit
 - c. Records Management Unit
 - d. Testing and Assessment Unit
 2. Media Productions Section
 - a. Video Production Unit
 - b. Audio-Visual Support Unit
 - c. Intelligence Support Unit
 3. Firearms and Civil Disturbance Training Section
 - a. Special Weapons Training Unit

- b. Armor Unit
 - c. Firearms Certification Unit
 - 4. Operational Services Section
 - a. Duty Desk Unit
 - b. Special Details Unit
 - c. Support Activity Unit
 - 5. In-service and Continuing Education Section
 - a. Career Development Unit
 - b. Professional Development Unit
 - c. School of Criminal Investigation Unit
 - d. School of Patrol Tactics Unit
 - e. School of Technology Unit
 - 6. Recruit Training Section
 - a. Field Training Officer Program Unit
 - b. Probationary Review Board Unit
 - c. Recruit/Lateral Training Unit
 - d. Residential Training Unit
 - 7. Legal Training and Review Unit
 - 8. Specialized Training Section
 - a. Specialized Training Unit
 - b. Vehicle Skills Unit
- F. General Support Services Division manages business processes that provide service support to Department operations. These include maintenance of the Department's motor vehicle fleet, issuance of Department uniforms, supplies, and equipment, building maintenance and contract management services for capital improvement projects, and copy and reproduction services. This Division also manages all property collected in relation to criminal and non-criminal matters. The Division includes:

1. Equipment and Supply Branch
 - a. Inventory Management/Material Section
 - (1) Stock Control Unit
 - (2) Inventory Management Unit
 - b. Uniforms/Equipment Section
 - (1) Clothing Management, Shipping, and Receiving Unit
 - (2) Equipment and Supplies Unit
2. Facilities Branch
 - a. Capital Construction/Renovation Section
 - (1) New Capital Construction Unit
 - (2) Renovation/Refurbishment Unit
 - b. Facilities Management Administration Section
 - (1) General Administration Unit
 - (2) Correspondence Unit
 - c. Maintenance and Operations Section
 - (1) Maintenance Unit
 - (2) Operations Unit
3. Evidence Control Branch
 - a. Compliance and Customer Service Section
 - (1) Administrative Unit
 - (2) Compliance Unit
 - b. Crane Service and Impoundment Section
 - (1) Crane Unit
 - (2) Impound Unit

- c. Property Section
 - (1) Warehouse/Vault Unit
 - (2) Mobile Evidence Unit
 - (3) Controlled Property Unit
 - (4) DEA Lab Unit
- 4. Fleet Services Branch
 - a. Maintenance Services Section
 - (1) Service Office Unit
 - (2) Motorcycles Unit
 - (3) Parts Unit
 - (4) New Car Processing Unit
 - (5) General Maintenance Unit
 - b. Operations Section
 - (1) Licensing Unit
 - (2) Fuel Management Unit
 - (3) Crash Review Unit
 - (4) Contract Oversight Unit
- 5. Reproduction Branch
 - a. Copy Section
 - (1) Black and White Unit
 - (2) Color Unit
 - b. Offset Press Section
 - (1) Pre-Press Unit
 - (2) Bindery Unit
- 6. Operations and Support Unit

- G. Police Business Services Division manages prisoner processing and identification, records management, documentation and reporting of criminal events, and administration of licensing for special officers. The Division includes:
1. Central Cellblock Branch
 - a. Administrative Section
 - (1) Investigative Unit
 - (2) Personnel Management Unit
 - b. Prisoner Processing Section
 - (1) Criminal Processing Unit
 - (2) Detention Unit
 - (3) Transportation Unit
 2. Fingerprint Analysis Branch
 - a. Automated Fingerprint Identification Section
 - (1) Civilian Fingerprint Unit
 - (2) Criminal Processing Unit
 - b. Latent Fingerprint Examination Section
 - (1) Fingerprint Processing Unit
 - (2) Administrative Unit
 3. Records Branch
 - a. Arrest and Criminal History Section
 - (1) Criminal History Unit
 - (2) Criminal Records Audit Unit
 - (3) Arrest Report Distribution Unit
 - b. Photographic Services Section
 - (1) Photo Lab Unit

- (2) Photo Gallery (Modus Operandi) Unit
 - (3) Employee ID Unit
 - c. Uniform Crime Reporting (UCR) Section
 - (1) Audit Unit
 - (2) Correspondence Unit
 - (3) File and Report Distribution Unit
 - d. Washington Area Law Enforcement System/National Crime Information Center (WALES/NCIC) Section
 - (1) Validation Unit
 - (2) Compliance Unit
 - (3) Training Unit
- 4. Security Officers Management Branch
 - a. Enforcement Section
 - (1) Investigative Unit
 - (2) Field Compliance Unit
 - b. Licensure Section
 - (1) Administrative Unit
 - (2) Records Unit
 - c. Gun Control Unit

VII. OPERATIONAL SERVICES GROUP

- A. The Operational Services Group includes:
 - 1. Executive Protection Unit (EPU)
 - 2. Synchronized Operations Command Center (SOCC)
 - 3. Regional Operations Command (ROC) North
 - 4. Regional Operations Command (ROC) Central

5. Regional Operations Command (ROC) East
 6. Operational Support Command (OSC)
- B. Synchronized Operations Command Center provides centralized command on a 24-hour basis, seven (7) days a week, for special operations, special events, and other strategic crime control initiatives. The SOCC includes:
1. Mobile Force and Redeployment Unit
 2. Command Information Center, which includes:
 - a. Teletype Unit
 3. Intelligence Operations Command Center
 4. Joint Operations Command Center
- C. ROC North:
1. Second District, which includes PSAs 201, 202, 203, 204, 205, 206, 207
 2. Third District, which includes:
 - a. PSAs 303, 304, 305, 306, 307, 308
 - b. 3D Substation, which includes PSAs 301 and 302
 - c. Gay and Lesbian Liaison Unit
 - d. Latino Liaison Unit
 3. Fourth District, which includes PSAs 401, 402, 403, 404, 405
- D. ROC Central:
1. First District, which includes PSAs 101, 102, 104
 - a. 1D Substation, which includes PSAs 103, 105, 106, 107
 - b. Asian Liaison Unit
 2. Fifth District, which includes:
 - a. PSAs 501, 502, 503, 504
 - b. Deaf and Hard of Hearing Liaison Unit

- E. ROC East:
 - 1. Sixth District, which includes:
 - a. PSAs 601, 602, 603, 604
 - b. 6D Substation, which includes PSAs 605, 606, 607
 - 2. Seventh District, which includes PSAs 701, 702, 703, 704, 705, 706, 707
- F. Operational Support Command manages criminal and narcotics investigations and operations and forensic science operations. The Command includes:
 - 1. Forensic Science Division processes all crime scenes, and works in concert with the Fire Department in the investigation of arsons. The Division includes:
 - a. Crime Scene Investigations Section
 - (1) Crime Scene Search Unit
 - (2) Mobile Unit
 - b. Firearms and Tool Mark Examination Section
 - (1) Serial Number Restoration Unit
 - (2) Firearms Unit
 - (3) Integrated Ballistic Identification System and National Integrated Ballistic Information Network (IBIS and NIBIN) Unit
 - c. DNA/Trace Analysis Section
 - (1) DNA Unit
 - (2) Trace Unit
 - 2. Superintendent of Detectives Division provides case management for the detectives assigned to the seven (7) Police Districts, and investigative services for critical missing persons and specific types of crimes, crimes committed by juveniles, and violent crimes such as homicides and sexual assaults and child abuse. The Division includes:
 - a. District Investigation Branch

- (1) Support Section
 - (a) Domestic Violence Unit
 - (b) Court Investigative Unit
 - (2) Operations Section
 - (a) Domestic Violence Unit – 1D
 - (b) Domestic Violence Unit – 2D
 - (c) Domestic Violence Unit – 3D
 - (d) Domestic Violence Unit – 4D
 - (e) Domestic Violence Unit – 5D
 - (f) Domestic Violence Unit – 6D
 - (g) Domestic Violence Unit – 7D
- b. Special Investigation Branch
- (1) Support Section
 - (a) Major Violators/Lineup Unit
 - (b) Paternity Warrant Unit
 - (2) Operations Section
 - (a) Auto Theft Unit
 - (b) Washington Area Vehicle Enforcement (WAVE) Unit
 - (c) Witness Services Unit
 - (d) Environmental Crimes Unit
 - (e) Financial Crime Unit
 - (f) Identity Theft Unit
 - (g) Computer Crimes Unit
 - (h) Arson Task Force

- (i) Criminal Intelligence and Tactical Crime Analysis Unit
 - (j) Warrant Unit
 - (k) Serial/Career Criminal Investigations Unit
 - c. Violent Crimes Branch
 - (1) Homicide Section
 - (a) Special Victim Unit
 - (b) Major Case Unit
 - (c) Safe Streets Task Force
 - (d) Family Liaison Specialist Unit
 - (2) Sexual Assault Section
 - (a) Sex Offender Registry Unit
 - (b) Adult Sexual Assault Unit
 - d. Victim Services Unit
- 3. Youth Investigative Branch
 - a. Investigative Section
 - (1) Physical/Sexual Abuse Investigative Unit
 - (2) Critical Missing Persons Unit
 - (3) Parental Kidnapping Unit
 - b. Delinquency Section
 - (1) Juvenile Processing Unit
 - (2) Absconders Unit
 - c. Youth Violence Prevention Section, which includes:
 - (1) Conflict Resolution Unit

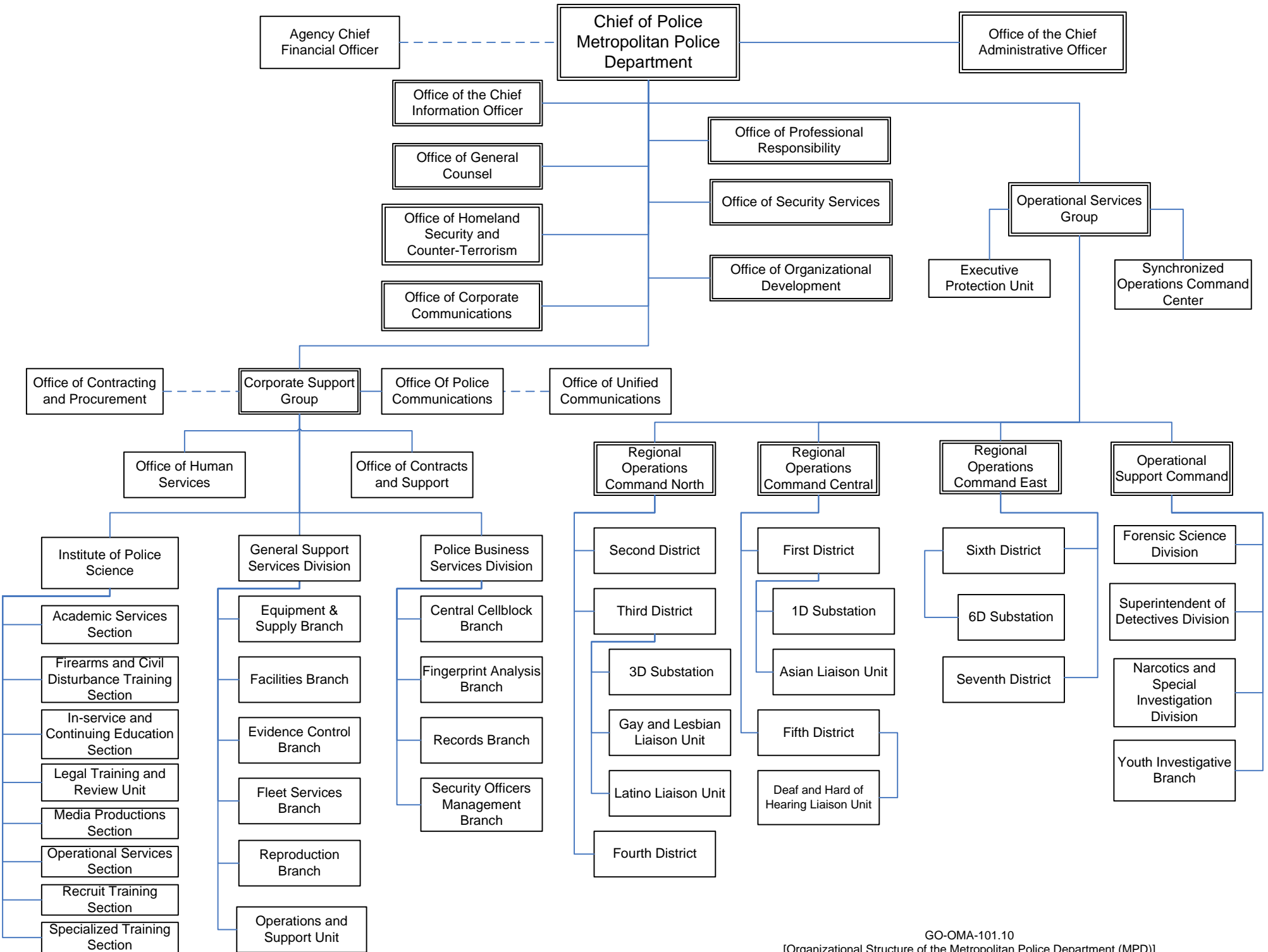
4. Narcotics and Special Investigation Division provides investigative services for large-scale drug and financial crimes, and crimes involving massage parlors, escort services, bawdy houses, hotels, and Internet prostitution. The Division includes:
 - a. Major Narcotics Investigations Branch
 - (1) Investigation Section
 - (a) Narcotics Diversion Unit
 - (b) Drug Interdiction Unit
 - (2) Support Section
 - (a) Electronic Surveillance Unit
 - (b) Court Expert Unit
 - b. Narcotics Strike Force Unit
 - c. Asset Forfeiture Unit
 - d. Prostitution Enforcement Unit

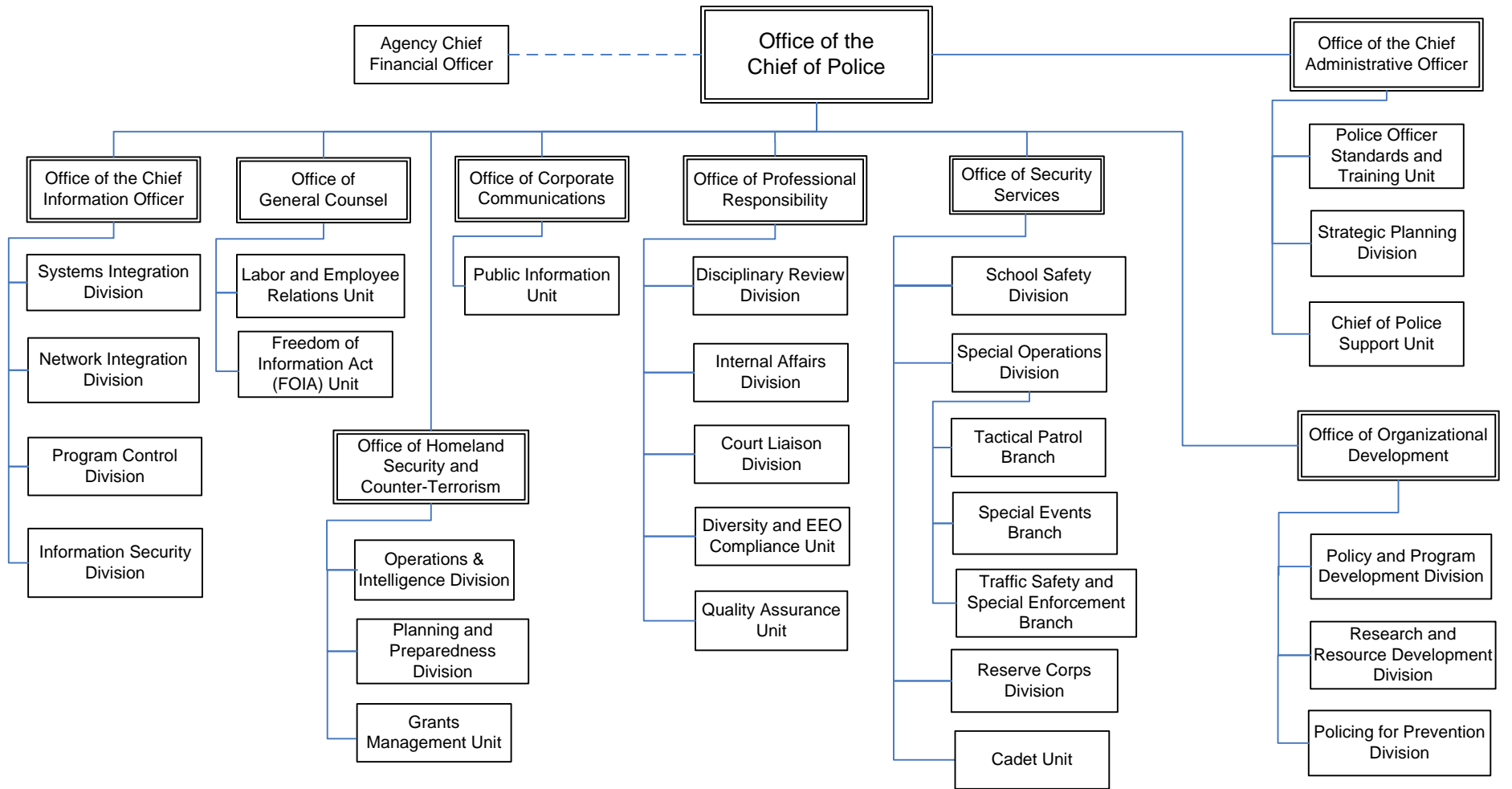
VIII. ATTACHMENTS

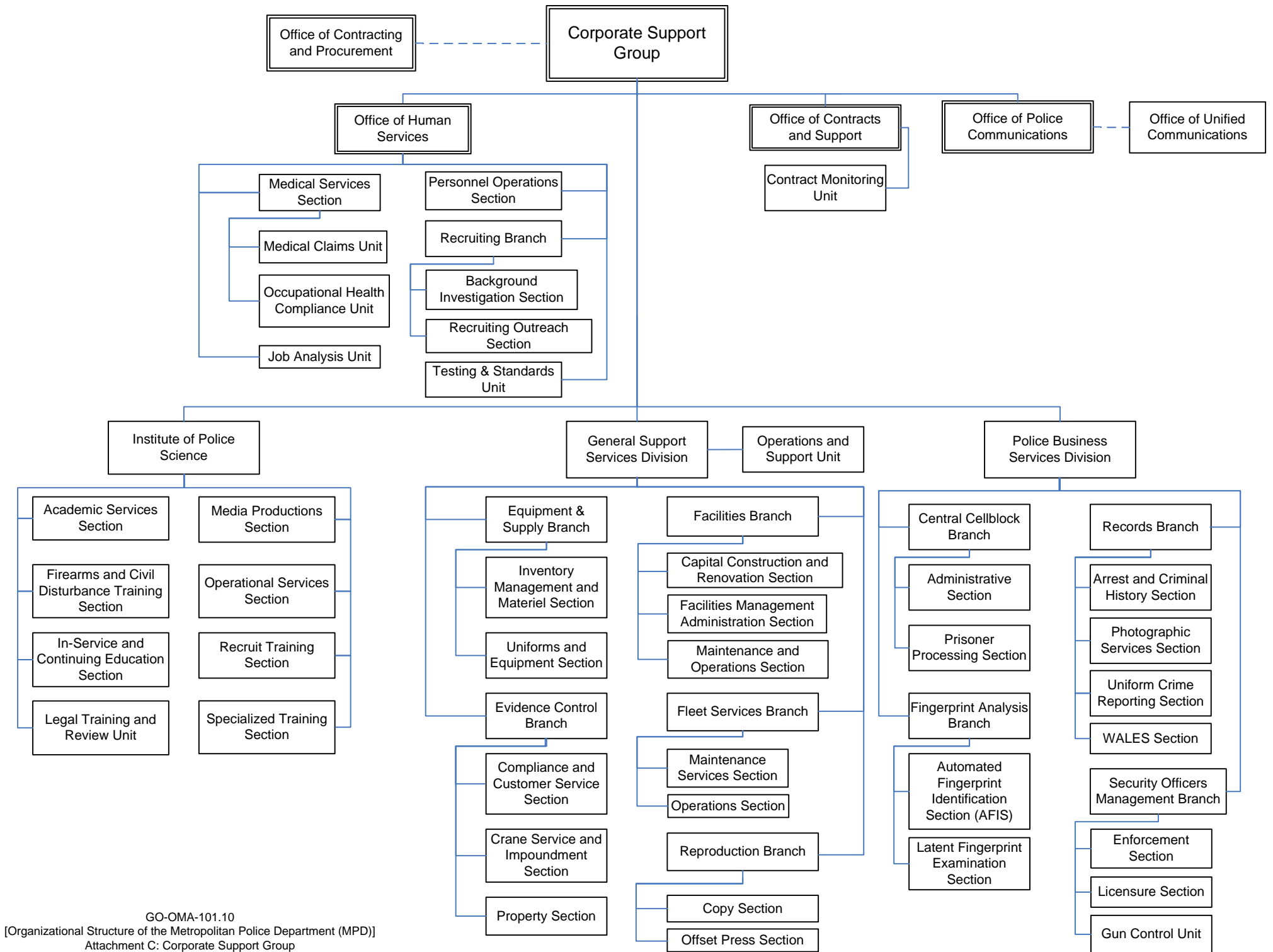
1. Attachment A: Metropolitan Police Department Organizational Chart
2. Attachment B: Office of the Chief of Police Organizational Chart
3. Attachment C: Corporate Support Group Organizational Chart
4. Attachment D: Operational Services Group Organizational Chart

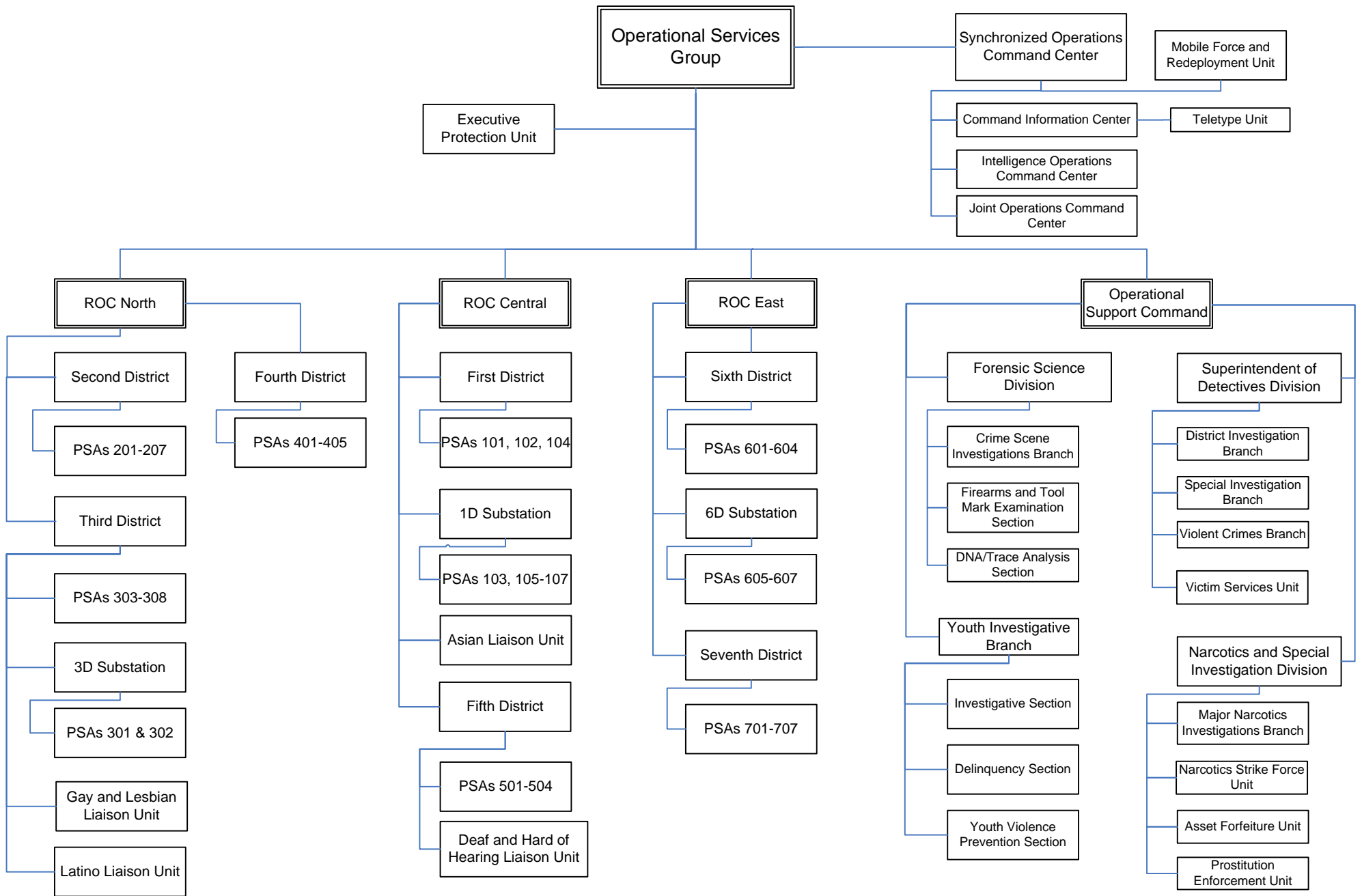
//SIGNED//
Charles H. Ramsey
Chief of Police

CHR:SOA:DAH:JAH:pas









GO-OMA-101.10

[Organizational Structure of the Metropolitan Police Department (MPD)]

Attachment D: Operational Services Group

(Revised 08/25/06)