



ORANGE COUNTY SHERIFF'S OFFICE GENERAL ORDER GOALS AND OBJECTIVES



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**ISSUING AUTHORITY – SHERIFF CARL E. DuBOIS
DISTRIBUTION – ALL DEPUTY SHERIFFS
& OFFICE PERSONNEL**

PURPOSE: The purpose of this General Order is to define the procedure for establishing and meeting organizational goals in accordance with the established Mission Statement of the Sheriff.

I. GOALS AND OBJECTIVES.

All organizations must have goals and objectives. It is important that all members of an organization be apprised of the goals of the Orange County Sheriff's Office and how these goals will be accomplished. To establish goals, an organization must have input from its members. By establishing and updating these goals and objectives, the Orange County Sheriff's Office has a basis for measuring progress, as well as for ensuring direction and unity of purpose.

The written directive requires the formulation and annual updating of written goals and objective for each major organization component within the agency. The established goals and objectives are made available to all agency personnel.

II. PROCEDURE.

- A. It shall be the policy of the Orange County Sheriff's Office that first line and second line supervisor have an opportunity to submit to the Sheriff, through the chain of command, their input and suggestions with regard to goals for the forthcoming year.
- B. First line and second line supervisors will, through the chain of command, report to the Sheriff on the progress towards these goals.
- C. All employees of the Orange County Sheriff's Office shall be advised of these goals and shall assist whenever possible to achieve them.
- D. The Orange County Sheriff's Office shall prepare and submit to their employees a written evaluation of the degree to which the Orange County Sheriff's Office has attained its goals and objectives.

III. EVALUATION.

- A. At periodic times during the year, the administration will review and evaluate the progress that has been made toward the attainment of the goals and objectives.
- B. The evaluation process should include:
 - 1. A review of the original goals and objectives,
 - 2. Determination if the goals and objectives that have been formulated will actually result in a successful implementation.
 - 3. Making recommendations for the implementation of those goals and objectives that have been determined will have a strong probability of a successful outcome.
 - 4. Either eliminate or revise those goals and objectives that have been determined to have a low probability of success.
- C. Goals and objectives should be discussed routinely during Divisional Staff meetings.

IV. ANNUAL REPORT.

- A. An Annual Report of the goals and objectives and statistical summaries of the Office will be developed at the beginning of each calendar year. This report will outline accomplishments made during the previous year. The report will be released to our members, to the County Executive's Office and it will also be posted on the Sheriff's Office web site.

REFERENCE:
ACCREDITATION STANDARD 1.2
CALEA:15.2.1