

Kinston Police Department

Kinston, North Carolina



Policy and Procedure Manual

2020: Second Edition

Policies and procedures are designed to influence and determine all major decisions and actions, and all activities take place within the boundaries set by them. Procedures are the specific methods employed to express policies in action in day-to-day operations of the organization.

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POLICY AND PROCEDURE MANUAL

This manual, referred to as the Kinston Police Department Policy and Procedure Manual, is general in scope and is meant to inform and guide all employees on matters of department-wide concern. Any division that maintains rules to govern its internal operations shall keep such rules current. Such rules shall not conflict with this manual. All employees of the Kinston Police Department shall comply with the policies, procedures and rules contained herein. All previous manuals and orders that are in conflict with the contents of this policy and procedure manual are rescinded.

If any section, subsection, item, clause or phrase contained in the Policy and Procedure Manual is found to be illegal, such finding shall not affect the validity of the remaining sections, subsections, items, clauses or phrases of the Policy and Procedure Manual.

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MISSION STATEMENT

The Kinston Police Department pledges to serve our community, to safeguard lives and property, and to preserve order all while respecting the constitutional rights of everyone to liberty, equality and justice.

VALUES

Compassion, Fairness, Honesty, Integrity, Loyalty, Professionalism, Respect, Trust

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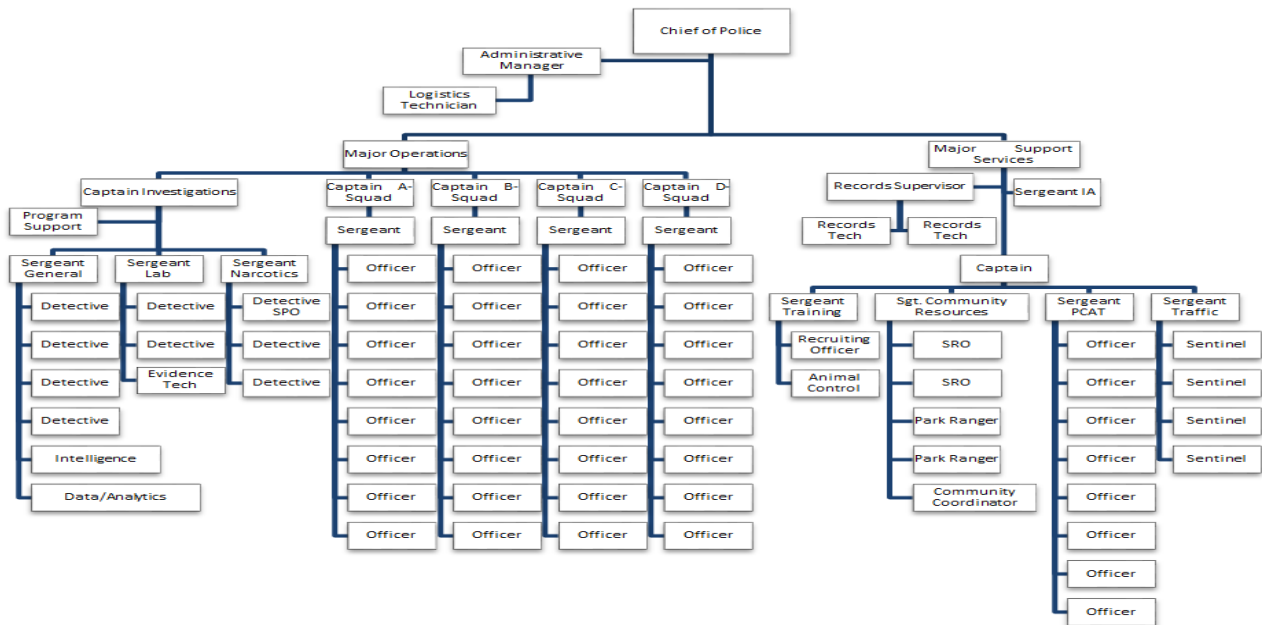
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ORGANIZATIONAL CHART

84 Total Positions

75 Sworn Positions



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DISCRIMINATION AND HARASSMENT

The City of Kinston and the Kinston Police Department prohibits discrimination and harassment of citizens and employees on the basis of race, color, creed, age, religion, ancestry, national origin, affectional preference, disability, marital status, familial status, status with regard to public assistance, or Vietnam era veteran status.

AMERICANS WITH DISABILITIES ACT (ADA)

The City of Kinston and the Kinston Police Department recognize the authority of the Americans with Disabilities Act (ADA).

PREFACE

Kinston Police Officers are not separate from the citizens of Kinston. We draw our authority from the will and consent of the people. The police are the instrument of the people to achieve and maintain order. Our efforts are founded on the principles of public service and ultimate responsibility to the public.

The specific goals and priorities which we establish within the limits of our legislatively granted authority are determined to a large extent by community desires. These desires are transmitted to us through the community and the governing body of the City of Kinston. We conscientiously strive to be responsive to these desires, knowing full well that we exist not to serve ourselves but to serve and protect others.

Police officers are accountable to the people for their decisions and the subsequent consequences. A substantial percentage of police work is done in direct response to citizen complaints. This underscores the frequently unrecognized fact that members of the public are an integral part of the criminal justice system. Though many factors play a role in the success of the system, citizen participation is preeminent. Public confidence in the criminal justice system depends primarily on the trust that the people have in their police.

The fundamental purpose and role of the police in a free society is the protection of constitutional guarantees, maintenance of public order, crime prevention and suppression, and dutiful response to the needs of the community.

The role of the Kinston Police Department, as stated above, is the guiding principle for the development of the Department Mission Statement and accompanying critical issues; the Policy and Procedural Manual; the goals, objectives, and policies of all organizational components; and the priorities of the Kinston Police Department.