

PROVIDENCE POLICE DEPARTMENT  
 HEADQUARTERS  
 Colonel Dean M. Esserman  
 CHIEF OF POLICE

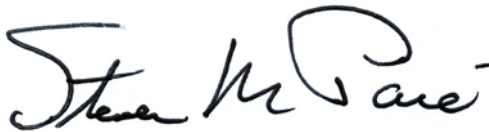


TYPE OF ORDER	NUMBER/SERIES	ISSUE DATE	EFFECTIVE DATE
Memorandum	#10 Series 2011	03-25-2011	IMMEDIATELY
SUBJECT TITLE		PREVIOUSLY ISSUED DATES	
Police Personnel Changes			
REFERENCE		RE-EVALUATION DATE	
SUBJECT AREA		DISTRIBUTION	
Department-wide		All Personnel	

In order to more effectively and efficiently track the movement of police personnel within the Department, effective immediately no police personnel changes shall take effect unless they are documented on a Department Personnel Order. This includes changes within a Bureau, Shift Change, Car Post Assignment, Detail Status Change, Re-Assignment, and Transfer, etc.

Written documentation indicating the status change shall be forwarded to the Human Resources Bureau prior to any change being implemented. No change shall be considered effective until it is published on a Personnel Order.

APPROVED,



STEVEN M. PARÉ  
 COMMISSIONER  
 DEPARTMENT OF PUBLIC SAFETY

APPROVED,



DEAN M. ESSERMAN  
 COLONEL  
 CHIEF OF POLICE