



OFFICE OF THE COUNTY SHERIFF
Montgomery County, Maryland
Darren M. Popkin, Sheriff



ADMINISTRATIVE DIRECTIVES

<u>Subject:</u>	<u>Number:</u>	<u>Effective Date:</u>
Mission, Values, Goals and Objectives of the Sheriff's Office (12.2.1.a)	1.02	04/05/11

Purpose: The purpose of this written directive is to provide each employee with direction as to the mission, goals and objectives of the Sheriff's office. This will ensure that all employees understand and strive to work toward the ultimate goals and objectives of the office.

Contents:

- I. Mission
- II. Values
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I. Mission

The mission of the Montgomery County Sheriff's Office is to carry out those duties enumerated by State Law and Common Law for Sheriffs. These duties are not duplicative of those assigned to other law enforcement agencies in this jurisdiction, but are unique to the Sheriff.

The Montgomery County Sheriff's Office is the law enforcement arm of the Judicial System. Our mission is to provide leadership and professional support, as required, to ensure that Court mandates are carried out in a manner, which respects individual rights and freedoms. Our mission is to work cooperatively with all other law enforcement agencies within this County, and throughout the Metropolitan Washington D.C. area, as well as all other branches of the Montgomery County Government. *We must strive* to ensure that the *people who live, work, and visit* Montgomery County are receiving the full range of law enforcement services required for a safe and orderly society.

Our mission is an honorable and necessary contribution to our community and must be accomplished under the constraints of existing resources and inflationary impacts on funding during a period when the Courts and communities requests for service are increasing.

Employees of the Sheriff's Office must continuously assess their areas of responsibility to ensure that the work being performed is done in the most productive, efficient and safe manner possible. The Sheriff's Office will provide its employees with the training required to ensure a work force that is knowledgeable and skilled.

Each employee of the Sheriff's Office will be required to participate fully as a Montgomery County Sheriff's Office Team Member so we may accomplish our mission with pride.

II. Values

The Montgomery County Sheriff's Office must accomplish its mission in a manner that reflects the current values of our society. These values are to be upheld by all employees, and must fundamentally guide us as an organization. These values must be expressed in our daily conduct as we persevere to maintain the highest level of professionalism.

- A. We believe that integrity and professionalism is the foundation for trust in the community.
- B. We value people and treat all people with respect, sensitivity, compassion, and understanding.
- C. We hold ourselves to the highest standards and are accountable for our actions both personally and as an organization.
- D. We are committed to, and pride ourselves, in our personal and organizational excellence and professionalism, acting responsibly and carrying out our duties with competence and efficiency.

III. Goals and Objectives (15.2.1)

The Sheriff's Office will formulate goals annually in conjunction with the budget process. These goals and objectives will cover each organizational component. The Montgomery County Department of Management and Budget will publish these goals in the budget document each year. This document is available to employees and to the public.

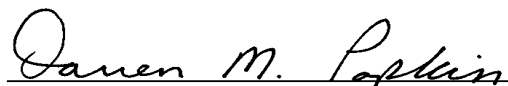
IV. CALEA Standards

12.2.1. a, 15.2.1

V. Cancellation

This written directive cancels and replaces Administrative Directive 1.02, effective 04/02/04. Shred replaced directive.

AUTHORITY:



Darren M. Popkin, Sheriff

04/05/2011