1-01/050.00 - Grammatical Construction

The content of the manual shall be interpreted in accordance with the grammatical rules outlined as follows:

- The present tense shall also include the past and future;
- The masculine gender, if used, shall also include the feminine;
- The singular shall also include the plural;
- "Shall" is mandatory; "may" is permissive;
- References to "employees," "members" and "personnel" include all personnel of this Department, both sworn and civilian;
- Any reference to Division shall also include region;
- Any reference to Unit Commanders shall also include Directors, where applicable.