

## Unit Order 31 - Briefing Protocol

### **PURPOSE:**

The purpose of this Station Order is to establish a guideline for all station personnel regarding the station briefings and provide an environment which respects the dignity of all individuals while also producing an environment conducive to learning.

### **SCOPE:**

This Station Order applies to all station personnel, sworn and civilian.

### **ORDER:**

It is the policy of this station, that during briefings and all other settings where deputy personnel assemble, personnel currently assigned on "training status" shall sit next to their assigned "training officer." This will ensure that the newly assigned personnel are able to quickly have any questions answered by their "training officer" if they do not wish to ask the question in an open forum.

It shall be the "training officer's" duty to ensure that this directive is fully implemented.

All supervisory personnel shall be aware of this directive and ensure that all personnel comply with its intent.

---