



Kern County Sheriff's Office – Communications Section

Policies and Procedures

TITLE: ADMINISTRATION			NO: A-300
APPROVED: Commander John Carpenter			
EFFECTIVE: August 18, 1992	REVIEWED: August 21, 2025	REVISED: November 5, 2019	UPDATED: November 5, 2019

POLICY

The Kern County Sheriff's Office Communications Section shall be under the administration and direction of a Section Manager appointed by the Sheriff. The Sheriff's Emergency Communication Center Manager is accountable to the Division Commander in charge of the Patrol Division and shall ensure that the day-to-day operation of the Communications Section complies with:

- The Constitution of California and the United States.
- The laws of the State of California and the United States.
- Court Rulings.
- Department Policy.
- Bureau Policy.
- Section Policy.

PROCEDURE - REVIEW OF ADMINISTRATIVE POLICIES AND PRACTICES

The Dispatch Supervisor will:

- Keep up to date on changing laws, standards, and court rulings pertaining to administrative practice.
- Ensure that subordinates are informed and trained on new policies, procedures, laws that relate to their duties, and directives issued by proper authority.
- Review the administrative policies and practices of the section to ensure compliance with laws, standards, and court rulings.
- Submit written recommendations, as needed, to the Section Manager.