
Organizational Structure and Responsibility

200.1 PURPOSE AND SCOPE

The organizational structure of this department is designed to create an efficient means to accomplish our mission and goals and to provide for the best possible service to the public.

200.2 AREAS OF RESPONSIBILITY

The Marshal is responsible for administering and managing the Shasta County Marshal's Office. There are three divisions in the Marshal's Office as follows:

- Administrative
- Court Security
- Perimeter/Field

200.2.1 ADMINISTRATIVE

The Administrative division is supervised by a Sergeant whose primary responsibility is to provide general management direction and control for administrative functions. The Administrative Sergeant has the responsibility for background investigations, internal investigations, policies/procedures, training, dispatch, audits/certifications, and records.

200.2.2 COURT SECURITY

The Court Security division is supervised by Sergeants who are responsible for all court security functions for the Court. These functions include general security inside of the main courthouse, the Justice Center, Juvenile Hall, the Mental Health hearing facility during a hearing, , and the modular courtroom. The responsibility for transports, vehicle maintenance, threat assessments, and the judicial protection team is also assigned to Court Security Sergeants.

200.2.3 PERIMETER/FIELD

[The Perimeter/Field division is supervised by a sergeant who are responsible for perimeter security and field operations.](#)

200.3 COMMAND PROTOCOL

200.3.1 SUCCESSION OF COMMAND

The Marshal exercises command over all personnel in the Department. During planned absences the Marshal will normally designate a Sergeant to serve as the acting Marshal.

Except when designated as above, the order of command authority in the absence or unavailability of the Marshal is as follows:

- (a) Sergeants in order of seniority.

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- (b) Corporals in order of seniority.

200.3.2 UNITY OF COMMAND

The principles of unity of command ensure efficient supervision and control within the Department. Generally, each employee shall be accountable to one supervisor at any time for a given assignment or responsibility. Except where specifically delegated authority may exist by policy or special assignment (e.g., threat assessment, evidence officer), any supervisor may temporarily direct any subordinate if an operational necessity exists.

200.3.3 ORDERS

Members shall respond to and make a good faith and reasonable effort to comply with the lawful order of superior officers and other proper authority.