

ENGLISHTOWN BOROUGH POLICE DEPARTMENT

General Order		Promoting Diversity in Law Enforcement Recruiting and Hiring	
DATE (s)	AUTHORS ID #	AUTHORITY	
Effective: 5/31/24	Computer # 2	Lieutenant Trevor Martinson O.I.C	
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Accreditation Standard: None			
Source(s):Attorney General Guideline on Promoting Diversity in LE Recruiting and Hiring			
Old Number:	Appendix: A	Pages: 2	

POLICY:

It is the policy of the Englishtown Borough Police Department to strive for a workforce that reflects the diversity of Englishtown Borough.

PURPOSE:

The purpose of this procedure is to ensure our agency is making every effort to have a workforce who reflect the diversity of the population of Englishtown Borough.

DEFINITIONS:

Applicant: An “applicant” is an individual who has applied for employment as a law enforcement officer with our agency, regardless of whether or not the individual has undergone an examination, a background check, or any other prerequisites to employment used by our agency.

Law enforcement agency: a department, division, bureau, commission, board or other authority of the State or of any political subdivision thereof which has by statute or ordinance the responsibility of detecting and enforcing the general criminal laws of this State.

Law enforcement officer: any person who is employed as a permanent full-time member of an enforcement agency, who is statutorily empowered to act for the detection, investigation, arrest, and conviction of persons violating the criminal laws of this State and statutorily required to successfully complete a training course approved, or certified as being substantially equivalent to an approved course, by the Police Training Commission pursuant to P.L.1961, c.56 (C.52:17B-66 et seq.).

PROCEDURE:

A. Establishing a program

1. The goal of the program is to ensure our agency is comprised of law enforcement officers who reflect the diversity of the population of Englishtown Borough. Our agency will make a good faith effort to meet specific goals for recruiting a diverse workforce, in terms of people of color and gender diversity.
2. Our agency will be responsible for establishing its own specific program goals. The program goals will be set based on the outcome of our agencies annual recruitment report which will be completed by Support Services by January 31st of each year. Our agency will analyze the demographics of its law enforcement

officers and determine if there is a substantial disparity between the racial, ethnic, and gender representation within the law enforcement officer ranks as compared with the racial, ethnic, and gender representation in the relevant population of Englishtown Borough based on the most recent US Census data.

3. The program goals will be outlined in our Annual Recruitment Program (Appendix A) which will be posted on our department website.

B. Addressing underrepresentation

1. Addressing the identified underrepresentation which is detailed in the program goals will be outlined in the Action Plan of the Annual Recruitment Program (Appendix A). The means of addressing underrepresentation shall not include quotas or any other legally impermissible provisions.

C. Methods of Evaluation

1. Each year the Chief of Police or his designee will evaluate whether the goals of the recruitment program are achieved by reviewing the Annual Recruitment Report. If the report reveals that any substantial disparities have been reduced or increased our agency will revise the program goals accordingly. The Chief of Police or his designee will recommend new recruitment program goals annually based on the results of the previous year.

D. Public Posting

1. The program, including a description of the data used to determine the existence of any underrepresentation, shall be posted on our department website.

E. Annual Reporting

1. By January 31st of each year, Englishtown Police Department will complete the annual recruitment report and forward the report to the Monmouth County Prosecutor's Office.
2. The data collected for the annual recruitment report shall be published in the Englishtown Police Departments Annual Report.
 - a. The Englishtown Police Department Recruitment Program shall be updated annually to reflect the findings of the Annual Recruitment Report.