

**DUTIES STATEMENT  
DEPUTY COMMISSIONER (PD)**

This is a management class of positions.

Under the executive direction of the Police Commissioner or the First Deputy Commissioner, and with the widest latitude for the exercise of independent initiative and judgment, has primary responsibility for the activities of a major division or bureau of the New York City Police Department (NYPD).

Participates in the formulation and implementation of the agency, division or bureau policies and recommends changes in policies and procedures as deemed necessary. Develops and implements division or bureau strategic plans ensuring consistency with the agency's mission.

Directs the work of executive, managerial, professional, technical and support staff responsible for the operations of the division or bureau, including the establishment of short- and long-term plans, setting goals, objectives and priorities, allocating resources, including personnel, for their most effective utilization, and establishing and maintaining organizational controls. Coordinates the activities of the division or bureau with other organizational units within the agency, as necessary.

Represents the Commissioner at meetings and conferences concerning policy and operational issues and agency activities. Performs liaison functions relating to the operations of the agency with Federal, State, local and City agencies.

Is responsible for the preparation of legally mandated reports regarding the area of responsibility, and their submission to government agencies