

MAUI COUNTY POLICE DEPARTMENT

**GENERAL ORDERS**  
**CHAPTER 302**  
**COMMUNITY RELATIONS**

---

Effective date: 12/19/19

Revision date: 09/10/19

Rescinds: GO 302.3 (10/16/00)

New materials underscored

---

Accreditation Standards: 55.2.6

---

**CHAPLAINCY PROGRAM**  
**G.O. 302.3**

I. PURPOSE

To establish the duties, responsibilities and procedures governing the appointments, direction and control of police chaplains.

II. CHAPLAINCY PROGRAM

- A. The Chaplains Corps shall be as representative as possible of the religious beliefs of the Department personnel.
- B. There shall be a minimum of four chaplains and a maximum of ten to serve the Department's needs. Any changes in number of chaplains shall be with the approval of the Chief of Police.
- C. Police Chaplains by virtue of appointment as auxiliary personnel, shall not have arrest authority as an agent of the Maui Police Department. They shall not have the arrest authority granted to a full-time sworn officer, except that accorded to any private citizen by Hawaii Statute.

III. ROLE AND RESPONSIBILITIES

- A. Chaplains shall be on an on-call basis to accomplish the following:
  - 1. Participate in recruit orientation.
  - 2. Visit injured and ill employees
  - 3. Visit, counsel and comfort Employees and their families during a period of mourning or any other crisis situation.
  - 4. Consult field operations watch commanders to become familiar with on-duty problems confronting field officers.
  - 5. Become familiar with and develop rapport with departmental employees to be able to identify personal problems and offer timely counsel.

6. Nurture positive relations between the police department and the general community.
  7. Assist officers when requested in situations such as a death on-scene at a traffic accident, family disputes, death notifications, etc.
- B. Chaplains shall conduct themselves in keeping with the dignity and ethics of the ministry.
  - C. Chaplains shall serve a minimum requirement of 20 hours a month or 240 hours a year in some related police function of duty.
  - D. Chaplains shall not be assigned to any specific geographical area, except for Molokai and Lanai. Their assignments shall be flexible and non-restrictive.

#### IV. COMMAND AND CONTROL OF THE CHAPLAINCY PROGRAM

- A. The Police Chaplaincy Program shall be administered by the Community Relations Commander.
- B. The Community Relations Commander or designated coordinator shall be responsible for such administrative matters as:
  1. Processing request for service and scheduling assignments.
  2. Keeping the chaplains informed of current departmental policies and activities.
  3. Coordinating special in-service training classes when necessary.
  4. Assisting chaplains whenever special problems arise.
  5. Submitting activity reports to the Chief of Police periodically concerning activities in which chaplains were involved while on duty.
  6. Processing applications for candidates to the Chaplaincy Program through Chaplains Committee and to the Chief of Police.
- C. The Community Relations Commander shall designate a member of the Chaplains Corp to serve as the liaison officer between the ministry and the Department.

#### V. TRAINING

- A. All Police Chaplains shall successfully complete courses of standard and specialized training conducted by the Department. The training will concentrate in the area where the Police Chaplain will or might be expected to function.
  1. Attire for training sessions shall be the Department uniform, dress slacks and

dress shirt, or that which is appropriate for the type of training involved.

VI. REQUEST FOR SERVICE OF CHAPLAIN

- A. When emergency assistance is required, departmental personnel and their families may communicate directly with the chaplain of their choice, or if non-specified, the chaplain on the on-call rotation list.
- B. The Community Relations Commander or designee shall routinely inform the liaison chaplain of illness and deaths of departmental personnel or their family members.

VII. RESPONSE PROCEDURES FOR POLICE CHAPLAINS

- A. The use of the portable vehicle blue dash light by police chaplains on their private vehicles does not qualify that vehicle as an authorized emergency vehicle under the Maui County Code 10.04.600.
- B. All police chaplains will be authorized to use the issued portable vehicle blue dash light on their private vehicles, only while at or near an assigned emergency scene.
- C. Use of the portable blue dash light does not permit the driver to violate any traffic laws.
- D. Before a police chaplain uses the portable blue dash light, he shall also place one magnetic "Police Chaplain" vehicle sign on the driver's side door and one on the rear trunk area of his vehicle.
- E. If the roadway is obstructed by non-moving traffic near the assigned emergency scene, the police chaplain shall contact the Watch Commander of Field Supervisor, relate his location, and request a police escort to the scene. The vehicle's headlights and flashers will be turned on, in conjunction with the blue dash light.
- F. If a police chaplain within his private vehicle should come upon an emergency scene, such as a motor vehicle crash, the police chaplain shall utilize his blue dash light and vehicle flashers when stopping at the scene. The police chaplain shall then inform dispatch of the emergency situation.

VIII. QUALIFICATIONS/REQUIREMENTS FOR POLICE CHAPLAINS

- A. Qualifications
  - 1. Have a minimum of a Bachelor's Degree from an accredited institution, or its equivalent, with course work in psychology or counseling.
  - 2. Be ordained or commissioned by a recognized religious body and endorsed by their religious body for Police Chaplaincy.
  - 3. Have a minimum of 5 years' experience in Pastoral Ministry.

4. Have a one year minimum residency on Maui or 2 years residency within the State.
5. Each applicant will be screened by the Chaplaincy Committee with the final determination to be made by the Chief of Police.

IX. UNIFORMS

- A. The Police Chaplain uniforms are basically the same as the uniform worn by a sworn personnel. In situation where it is necessary to distinguish a chaplain from a uniformed officer, such as at crime scenes and ride-alongs, the chaplain shall wear the Department issued "Chaplain's vest."
  1. Police Chaplains shall carry a departmental identification card issued by the Chief of Police
  2. Police Chaplains shall be issued a Maui Police Department badge with the title of "Chaplain" inscribed on it.
- B. Additional Equipment

All chaplains will be issued a chaplain's uniform, a chaplain's vest, a BDU, a cell phone, a jacket, pepper spray, a traffic vest, a portable blue caution dash light, two magnetic "Police Chaplain" vehicle signs, and a hand held radio.

X. CHAPLAINCY COMMITTEE

- A. The Chaplaincy Committee shall consist of two members of the Chaplaincy Corps, the Community Relations Commander, District I Patrol Commander, and an appointed patrol officer.
  1. The Chief of Police shall select the two chaplains who will serve on the Chaplaincy Committee. One of the Chaplains will be designated as the Chairperson and will be the primary contact between the committee and applicant.
  2. The Chaplaincy Committee shall receive all applications for vacant positions. Upon receiving the application, recommendations shall be made by this committee to the Chief of Police for appointment to the Chaplaincy Corp.
- B. The Chaplaincy Committee shall hear any complaints concerning actions on the part of a chaplain.
  1. The matter shall be brought to the attention of the Commander of Community Relations or the District I Patrol Commander.
  2. The committee shall submit its findings and recommendations to the Chief of

Police for appropriate action upon investigating the complaint.

XI. CHAPLAINS ROSTER

A Chaplain Roster shall be published and regularly updated for all departmental personnel with the following information: name of chaplain, residence address and telephone numbers, and religious affiliation.

XII. CHAPLAIN RESERVES

A. Purpose

1. To provide additional trained Ministers who would be able to provide Chaplaincy Services, when under the Supervision of a Chaplain.
2. To provide additional trained Ministers during times of disasters when more Chaplains will be required.
3. To have a pool of trained and vetted Candidates for Chaplains when openings occur.

B. Qualifications

1. Comprised of Ministers who do not meet all of the qualifications of becoming a Chaplain, yet they would be able to assist if under the Supervision of a MPC.
2. These Ministers will complete the required training courses after being accepted.
3. Each Chaplain Reserve Candidate would have to be personally recommended by a current Chaplain.
4. Each Chaplain Reserve Candidate would go through a Personal Security Check by MPD.
5. Then the candidate would need to be interviewed and approved by the Chaplain Interview Board.

C. Required Training Courses:

1. “Partnering with MPD” from the Pastoral Partnerships series (Partnering with Emergency Agencies) or equivalent experience with MPD.
2. “Pastoral Crisis Intervention” (an ICISF course)

D. Additional Training Courses for Approved Reserve Chaplains

1. “Individual Crisis Intervention & Peer Support” (ICISF)

2. “Group Crisis Intervention” (ICISF)
  3. “Advanced Group Crisis Intervention” (ICISF)
  4. Suicide Prevention, Intervention, & Postvention (ICISF or ASIST)
  5. The Basic Courses (12) required to receive the ICPC Basic Chaplain certification.
  6. Other courses that may be offered, especially courses on Understanding Police Procedures, Police Stress, and the life of a Police Officer.
- E. Process of Becoming a Reserve Chaplain
1. Recommendation of a MPD Police Chaplain
  2. Completion of the Chaplain Application
  3. Personal Background Check of the Applicant by MPD.
  4. Interview & Recommendation by the Chaplain Committee
  5. Approval by Chief of Police
- F. Role and Responsibilities
1. Reserve Chaplains shall conduct themselves in keeping with the dignity and ethics of the ministry. (III.3. B.)
  2. Reserve Chaplains will serve under the Supervision of a Police Chaplain. The Reserve Chaplain will contact a Chaplain when assigned a case for any instructions. Then at the conclusion of the case, the Reserve Chaplain will call and report to the Chaplain. During the case, the Reserve Chaplain will call the Chaplain if any questions or difficulties arise.
  3. Upon Acceptance into the program, they may be issued the recommended Reserve Chaplain’s equipment & supplies.
- G. Quarterly Update Meetings will be held to update their training and keep in touch with them. They may be invited to various Training Sessions and other Chaplain Meetings.

### XIII. MINISTERS REFERRAL LIST

- A. Ministers of various faiths who are willing to be called out to perform “Religious Services” for people requesting specific Faith Based Religious Services.
- B. They are not Maui Police Chaplains But they are being requested specifically or because

the victims or their families request a specific Religion or Denomination.



TIVOLI S. FAAIMU  
Chief of Police