

SUBJECT: PLANNING AND RESEARCH
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PLANNING AND RESEARCH

- A. Planning and research are essential to the effective management of the Bureau. From the Director, who must devise long-range plans involving all resources, to the individual employee who must discuss an operational plan with associate employees, Bureau employees share an imperative for careful planning. The requirement that all employees plan their actions embodies the Bureau's commitment to responsibility and accountability for the results of individual actions.
- B. Research provides the Bureau with the information necessary for the planning process.
- C. The research-based planning process enables the Bureau to make decisions about goals and objectives; set courses of action to achieve those goals and objectives; and determine whether particular goals, objectives or courses of action should be altered. The SBI planning process encourages continual evaluation and selection of ways to address the changing law enforcement environment for the benefit of the citizens of North Carolina.
- A. While every plan differs according to the need for which it is developed, each should define the issue, the objective, the obstacles, data, alternatives, criteria for selection among alternatives, method for implementation, and a means of evaluating effectiveness.
- E. A Research and Planning Section is established by the Director to coordinate all Bureau planning and research. The personnel assigned to research and planning are under the supervision of the Special Agent in Charge of Research and Planning and the Assistant Director for Administrative Services.
- F. Whenever an analytical report is prepared at the request of the Director or an Assistant Director, the report will be furnished to the Director and all affected Assistant Directors. It is the responsibility of the Assistant Directors to make the report available to appropriate supervisors.