

# MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight  
Audits and Inspections Unit



**Patrol Shift Roster Inspection 4th Quarter 2023**

Inspection Report# BI2023-0189

The Audits and Inspections Unit (AIU) of the Bureau of Internal Oversight (BIO) will conduct inspections of Daily Patrol Shift Rosters on a quarterly basis to determine if the rosters are in compliance with Office policy. The Daily Patrol Shift Rosters are uniformly inspected utilizing a matrix developed by AIU, in accordance with procedures outlined in Policy GB-2, *Command Responsibility*.

**Matrix Procedures:**

- A Daily Patrol Shift Roster is completed for each work shift.
- Supervisor span of control is in accordance with MCSO Policy GB-2.
- Shift Supervisor positions are being filled by employees with the rank of Sergeant, Lieutenant, or above in accordance with MCSO Policy GB-2.
- Supervisors are assigned to, and work, the same days and hours as the deputies under their direct command, absent exceptional circumstances.
- Policy violations outside of the scope of this inspection are listed as non-compliance deficiencies.

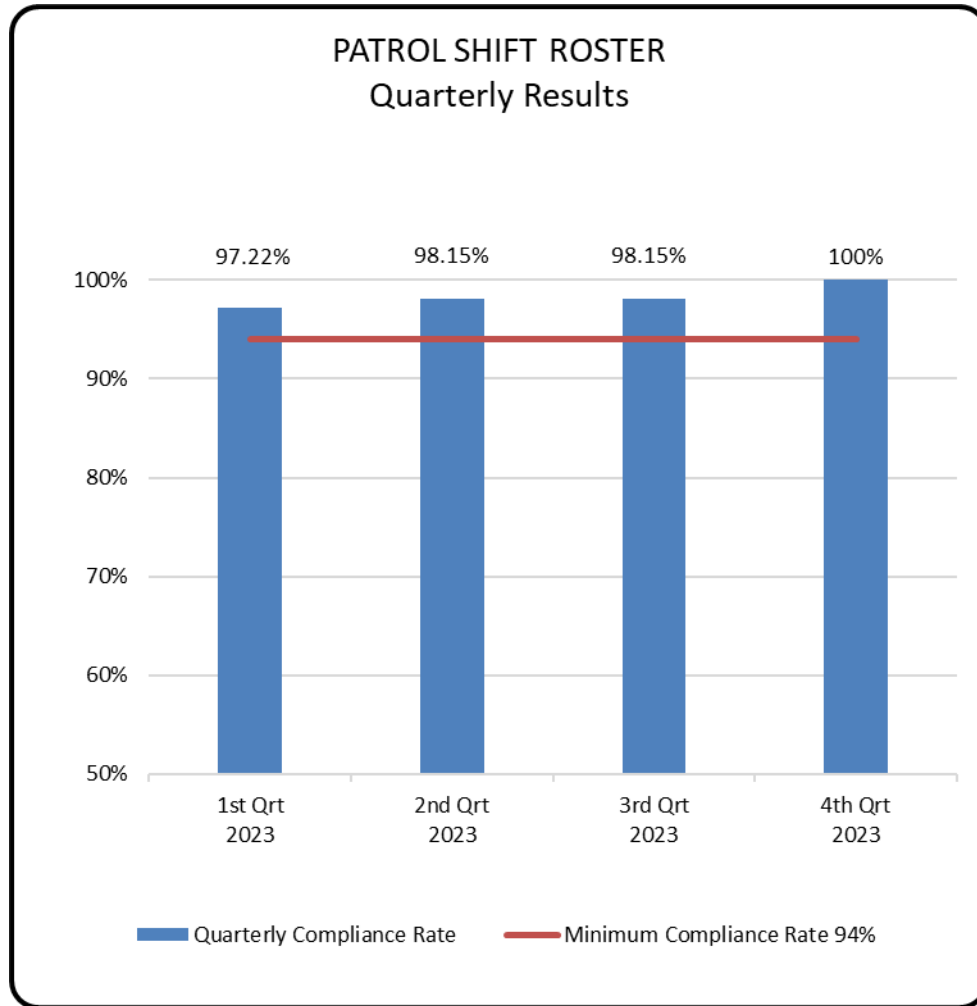
**Criteria:**

MCSO Policy GB-2, *Command Responsibility*

**Conditions:**

A random selection of one day (24-hour period) per week for the months of October, November and December was utilized. Due to possible specialty assignment squads and the variance of days in a month, the total number of shift rosters will vary each month. For the 4th quarter of 2023 there were a total of 108 rosters randomly selected for inspection. 100% of the randomly selected rosters were inspected.

MCSO achieved a compliance rate of 100% (**total rosters in compliance / cumulative total rosters**) in the Patrol Shift Roster inspection for the 4th quarter of 2023, as illustrated in the graph below:



Results of the Review of the Shift Roster entries:

Division	District 1	District 2	District 3	District 4	Lake Patrol	District 7
<b>In Compliance:</b>	12	12	12	12	48	12
<b>Non-Comp. Def.</b>	0	0	0	0	0	0
<b>Comp. Def.</b>	0	0	0	0	0	0
<b>Total Rosters:</b>	12	12	12	12	48	12
<b>Compliance %:</b>	100%	100%	100%	100%	100%	100%

**Action Required:**

With the resulting **100%** compliance rate for Inspection #BI2023-0189, no BIO Action Form are required.

**Notes:**

All supporting documentation (working papers) are included in the inspection file and contained within IAPro.

Date Inspection Started: 11/10/2023  
Date Completed: 01/18/2024  
Timeframe Inspected: October 1<sup>st</sup>, 2023 thru December 31<sup>st</sup>, 2023  
Assigned Inspector(s): Kateryna A. Ellis B4299, Sr. Auditor

I have reviewed this inspection report.

*Lt. Brian Arthur S1806*

Lieutenant T. Brian Arthur S1806  
Commander, Audits & Inspections Unit  
Bureau of Internal Oversight

1/30/2024

Date