General Order
Houston Police Department

ISSUE DATE:	NO.
March 12, 2014	400-17

REFERENCE: Supersedes all prior conflicting Circulars and Directives, and General Order 400-17, dated January 1, 1987

SUBJECT: THE 100 CLUB PURCHASES

POLICY

Requests for funding or assistance from The 100 Club of Houston shall be processed as outlined in this General Order.

1 **REQUESTS**

The constitution and bylaws of The 100 Club dictate that all requests for assistance or funding must come from the chief executive officer of the requesting law enforcement agency and be on departmental letterhead.

In order to facilitate an effective relationship with The 100 Club, all correspondence requesting any type of funding or assistance from The 100 Club of Houston shall be forwarded to the Chief of Police for evaluation and approval.

Only items designed for the welfare or safety of officers may be requested.

Any information or assistance needed for a proper request can be obtained from the department's liaison officer assigned to The 100 Club by the Chief of Police.

Charles A. McClelland, Jr.
Chief of Police