

Truro Police Department

SPECIAL OPERATIONS AND UNUSUAL OCCURRENCES

Policy Number: OPS-6.17

Effective Date: December 20, 2000

REFERENCE: Emergency Mobilization Plan

Revised Date:

Accreditation Standards: 46.1.1; 46.1.2; 46.1.6; 46.1.7; 46.1.8; 46.1.10

Mass. Gen. Law:

Other:

Special operation include unusual occurrences, and situations, generally of an emergency nature, resulting from natural or man-made disasters or civil disturbances which include riots, disorders, violence, arising from dissident gatherings or marches, rock concerts, VIP protection, special events, and civil defense.

It is the policy of the Truro Police Department to respond effectively to any of these unusual/special events. The many variables involved prevent precise development of plans for specific situations, however basic planning considerations can be identified and special plans can be developed to guide police officers in dealing with a variety of unusual/special operations. In addition, the Truro Police Department must be prepared to participate in the Town of Truro Comprehensive Emergency Management Plan, located in the Communications Center, which covers disasters, civil defense, and civil disorder.

I. GENERAL CONSIDERATIONS AND GUIDELINES

Under the provisions of Chapter 38 of the Massachusetts General Laws, the Governor of the Commonwealth has the authority to deploy the National Guard to assist state and local authorities in the protection of life and property. Should a declared state of emergency exist or be requested, the Chief of Police shall act as liaison to the Office of the Adjutant General for the purpose of directing, coordinating, and controlling the operation.

II. POLICY

It is the policy of the Truro Police Department to:

- A. Respond to unusual occurrence situations through the use of available resources.

III. DEFINITIONS

- A. *Breach of the Peace*: A violation of public order or decorum, which disturbs the public peace and tranquility or an act of disorderly conduct, which disrupts the public peace.
- B. *Civil Disturbances*: A social activity, which is dangerous or hurtful to the public peace, decorum, sense of morality or welfare due to misconduct or vicious actions. They may include riots, bomb threats and emergency, disorders, and violence arising from dissident gatherings and marches, rock concerts, political conventions and labor disputes.
- C. *Disasters*: Includes floods, hurricanes, earthquakes, explosions, and tornadoes.
- D. *Unusual Occurrences*: Extraordinary emergency situations which generally result from natural and/or man-made disasters or civil disturbances.

IV. PROCEDURES

A. Emergency Situations Supervisor

1. The Chief of Police shall designate a person (called the Emergency Situations Supervisor) to coordinate and oversee the planning functions for the department's response to unusual occurrences. [46.1.1]
2. The Emergency Situations Supervisor shall ensure that written plans are prepared for responding to natural and manmade disasters, civil disturbances, and other unusual occurrences. The plans should include the following, as applicable: [46.1.2]
 - a. Provisions for communications;
 - b. Situation maps;
 - c. Field command posts;
 - d. Chain of command (including other agencies);
 - e. Casualty information;

- f. Community relations;
 - g. Other department support;
 - h. Military support;
 - i. Martial law;
 - j. Public facility security;
 - k. Traffic control;
 - l. Equipment availability;
 - m. De-escalation procedures;
 - n. Post-Occurrence duties;
 - o. After-action reports;
 - p. Transportation; and
 - q. Court/prosecutor liaison and other legal considerations.
3. Any existing city, county, regional and state plans should be examined and utilized where appropriate.
 4. The Emergency Situations Supervisor shall ensure that emergency operations plans are available to all command personnel and are reviewed and updated periodically. *[46.1.7]*
 5. All officers are issued bulletproof vests, helmets and gas masks. This equipment shall be kept in each officer's cruiser. The department does not issue special operations equipment. Such specialized equipment will come from outside agencies, with personnel trained in such use. *[46.1.6]*

B. Emergency Mobilization

1. The Chief of Police or his/her designee shall prepare and review annually a written emergency mobilization plan. This plan shall include: *[46.1.8]*
 - a. Communications;
 - b. Alert stages;
 - c. Primary and alternate assembly areas;

- d. Equipment distribution;
 - e. Special task force activation (if any);
 - f. Key personnel designations;
 - g. Coordination with emergency management personnel;
 - h. Transportation requirements;
 - i. Management control measures; and
 - j. Rehearsals.
2. The officer-in-charge shall immediately consult the Mobilization Plan, and/or notify the Chief of Police should the need occur to mobilize officers to a specific location for situations of a serious or urgent nature.
 3. If it is determined by the Chief of Police that the need for assistance from federal law enforcement agencies, or the National Guard is needed, he shall make such request for assistance through the communications division to contact such agency. In the case of requesting National Guard assistance, the request will be made through state police headquarters.

C. Special Events

1. Upon learning of a special event, The Chief of Police may designate an officer to be the Special Event officer-in-charge and coordinate the planning for the event. *[46.1.10(a)]*
2. The Special Event officer-in-charge shall obtain a written estimate of traffic, crowd control and crime problems for the event. *[46.1.10(b)]*
3. All access and egress routes will be determined and coordinated with other public service officials and transportation agencies, including those businesses to be affected, so as to provide an opportunity for adjustment. *[46.1.10(c) (f)]*
4. The perimeter streets of the special event should be used to maximum advantage by eliminating or increasing parking space, making temporary one-way streets, and assigning officers to key intersections for traffic control. *[46.1.10(c)]*

5. Adequate emergency service access will be provided to the scene of the event for other law enforcement agencies, fire, ambulance, and tow personnel. [46.1.10(e)]
6. The size and scope of the event will guide the total number of officers to be deployed. [46.1.10(f)]
7. Crowd control barriers may be used as needed.
8. The Special Event officer-in-charge shall ensure that the department's assigned media officer is informed of the event. [46.1.10(f)]
9. The Special Event officer-in-charge shall prepare a report after the event. [46.1.10(g)]
10. For special events consisting of strikes and/or labor disputes, see the departmental policy on *Strikes and Labor Disputes*.

D. Dealing with Crowds and Demonstrations

1. General Considerations

- a. The right of lawful assembly and freedom of speech are fundamental rights guaranteed under the First and Fourteenth Amendments to the U.S. Constitution. There are, however, limitations on the exercise of these rights and the police must enforce these limitations firmly, fairly and impartially. The police have the responsibility to protect the rights of all persons to assemble peacefully and at the same time to preserve the basic peace of the entire community.
- b. In responding to any disturbance, whether it erupts purposely or spontaneously, the restoration of peace should be accomplished by persuasion whenever possible, and by force only when necessary.
- c. In carrying out crowd control measures, the objectives of the police are:
 - i. To contain the disturbance to the immediate vicinity;
 - ii. To disperse the crowd as expeditiously as possible;
 - iii. To prevent their regrouping or reentry to the scene; and
 - iv. To take action against the perpetrators of serious offenses and remove them immediately from the scene.

- d. G.L. c. 40, s. 98 gives police officers the authority to suppress and prevent all disturbances and disorder, disperse any assembly of three or more persons and to enter any building to suppress a riot or breach of the peace therein.

2. Unlawful Assembly

- a. The elements of the crime of unlawful assembly are:
 - i. Five or more persons, being armed with clubs or other dangerous weapons, or
 - ii. Ten or more persons, whether armed or not,
 - iii. Are unlawfully, riotously or tumultuously assembled,
 - iv. The police or other officials have commanded them to disperse immediately and peaceably, and
 - v. They do not so disperse.

3. Upon Arrival on Scene

- a. The first officer on the scene shall ascertain the facts. This is a primary requirement. If a dangerous situation has arisen, assistance shall be summoned immediately.
- b. No officer shall attempt to take direct police action against an aggressive or militant crowd until sufficient police are present for effective control.
- c. The first officer or officers on the scene shall quickly evaluate the situation and immediately inform the officer-in-charge of the following:
 - i. The location and approximate size of the crowd;
 - ii. The type and makeup of the crowd;
 - iii. Its direction of movement, if any;
 - iv. The apparent intent of the crowd;

- v. Whether armed with any kind of actual or potential weapons;
 - vi. The best direction of approach to the crowd; and
 - vii. If any leaders of the crowd have been identified and what is known about them.
- d. Vehicular and pedestrian traffic shall be prevented from entering the immediate area to avoid the gathering of curious spectators. Where appropriate, bystanders and occupants of residences and businesses should be evacuated from an area threatened by a volatile mob before the mob reaches the area. Whenever homes and businesses are abandoned, and if it is safe to do so, sufficient police should be stationed in the area to prevent vandalism and looting.
- e. Upon notification of the existence of an aggressive crowd, sufficient assistance shall be dispatched as quickly as possible to take decisive action and to neutralize the possibility of widespread disorder.

4. Crowd Control Procedures

- a. All officers assigned to crowd control shall:
 - i. Use only the amount of force necessary to obtain control, to protect themselves, other officers, or bystanders from physical injury or to make arrests;
 - ii. Maintain strict impartiality;
 - iii. Be courteous but firm;
 - iv. Not use insulting language;
 - v. Not respond to verbal abuse;
 - vi. Not debate the issue with the crowd;
 - vii. Maintain a calm but determined attitude;
 - viii. Be vigorous and decisive when action is required;
 - ix. Act together as a coordinated unit;

- x. Keep emotional and agitated persons in the crowd separated;
 - xi. Keep counter-demonstrations from forming;
 - x. Avoid individual combat as far as possible;
 - xi. Not make indiscriminate or unnecessary arrests;
 - xii. Remove any arrested persons immediately from the scene of the disturbance;
 - xiii. Ensure that a video or photograph (preferably of a self-developing type) is taken of each arresting officer with his/her prisoner for accurate identification in later court proceedings; and
 - xiv. Carefully note the specific offense committed by any person arrested to justify a later conviction for that offense.
- b. The crowd shall be broken up from its outer edges and permitted to disperse as individuals or small groups. A sufficient number of avenues of dispersal shall be provided.
- c. No attempt shall be made to bluff an unruly crowd or to accomplish a police objective without sufficient forces.
- d. Violence or the threat of imminent violence or a violation of any criminal law on the part of individuals in an unruly or volatile crowd may require police restraint, including arrest. Officers should keep in mind that they possess a common law authority to make a warrant less arrest of any person as follows:
- i. If any felony has been committed or the officer has probable cause to believe a felony has been, is being or will be committed; or
 - ii. For a misdemeanor:
 - [a] Committed in the officer's presence and causing or threatening to cause a breach of the peace which is continuing or only briefly interrupted; or
 - [b] Not amounting to a breach of the peace committed in the officer's presence when such arrest is authorized by statute; or

[c] For which arrest is allowed even though such misdemeanors were not committed in the officer's presence.

- e. Arrests of violent or unruly individuals in crowds or demonstrations are most commonly based on violations of such criminal statutes as disturbing the peace, disorderly conduct, criminal trespass, malicious damage to property, assault and battery, larceny, threatening and similar offenses.

E. Bomb Threats and Emergencies

1. Receivers of any information concerning a bomb or threat thereof shall obtain as much detail as possible. Information should be acted on immediately, and should not be taken as a joke or prank..
3. Officers and/or Telecommunicators shall immediately notify on duty personnel, the Chief of Police, The emergency Situations Supervisor and surrounding community police departments. Depending on the information known at the time, the MSP Bomb Unit shall be notified as soon as possible. Depending on the circumstances, the Shift Commander, or the Emergency Situations Supervisor may mobilize personnel.
4. The Emergency Situations Supervisor, shall, in concert with the MSP Bomb Unit, establish and organize an evacuation plan for the area where the bomb emergency is concentrated. Transportation provisions, medical services and temporary shelter shall also be planned.
5. Depending on the information received, a security perimeter shall be established under the direction of the Emergency Situations Supervisor.
6. The MSP Bomb Unit shall, upon their arrival, have full command of the incident, including the investigations function. The Truro Police Department shall closely assist them in this area, and shall act as community and media relation's liaisons.

F. Reports and Annual Review

1. This policy shall be reviewed annually by the Emergency Situations Supervisor and The Chief of Police, to ensure applicability and compliance. This review will occur on the fiscal year end.

G. Post-Incident Debriefing

1. After the special occurrence has ended, a debriefing session should be scheduled involving the chief, supervisors, and all officers involved. Post-incident analyses will help the department prepare for future incidents. In addition, department officials will be made aware of critical incidents which require their attention and which may become the subject of inquiry. Where appropriate, non-police personnel (such as psychologists or race relations experts) should participate in the post-incident analysis.

NOTE: The incidence of post-traumatic stress disorder is usually eliminated when officers take part in a debriefing with a trained counselor within twenty-four (24) hours of a critical incident.

CHECKLIST - UNUSUAL OCCURRENCES/SPECIAL OPERATIONS

- Patrol Supervisor assigned to scene
- Identify type of Emergency
- Location of Emergency
- Type of structure(s) and/or vehicles involved
- Size of the involved area (actual and potential)
- Number of additional officers required
 - Call back or hold over personnel
 - Mutual aid from other depts., State Police
- Activate field/mobile command post
 - Field command post kit loaded in wagon and enroute
 - 911 dispatcher needed/called?
- Field/Mobile Command Post location
 - Strategically located to incident
 - Accessible to responding personnel
 - Defensible
 - Sufficient space
 - Notify station/units of Command Post location
 - Helicopter landing site if needed
 - Designate radio channel to be used
- Staging Area location
- Access routes for emergency vehicles
- Assistance required-ambulance ___ fire ___ other _____
- Number and type of casualties
- Perimeter traffic control
- Control of emergency vehicle access routes
- Evacuation, if necessary
- Type of specialized equipment/units necessary
- Set up map board
- Arrange for cleanup of area after use

**EMERGENCY MOBILIZATION PLAN**

There are different situations that may present the need for additional personnel necessary to assure the public safety. It is the practice of the Truro Police Department to call back to duty the necessary personnel to meet the demands of emergency or special situations.

1. Mobilization, Call-back, Alert Phases

- a. In any emergency/special operations situation where additional officers are required, the Officer-In-charge may:

Alert Phase I Utilize on duty personnel.

Alert Phase II Hold over the shift which is due to go off so that personnel of two shifts are available and/or call back additional personnel as needed. Other off duty personnel may be put on standby if necessary.

Alert Phase III All police officers of the department shall be called back to duty. All superior officers shall be assigned to a specific command responsibility for the duration, with overall command being assumed by the Chief of Police and direct command being assumed by an Operations Commander assigned by the Chief for that incident. Should Emergency Management and/or the national Guard be involved in the operations, the Chief of Police will work as liaison to the respective agencies. All officers shall perform their assigned responsibilities until officially relieved by order of the Operations Commander.

- b. Any time that an OIC determines that there is reason to activate an Alert Phase II or III and there is not a Sergeant or above on duty the OIC shall request a supervisor to be called back. Upon the arrival of a called back supervisor, that supervisor shall assume command and shall remain in command until relieved by a supervisor of higher rank.

- c. Each time that an Alert Phase is activated the Chief and the Staff Sergeant shall be notified.
- d. The OIC may request specially trained officers or negotiators as appropriate. This includes contacting the State Police for special assistance such as the special weapons team or bomb squad for example.
- e. As part of the call back procedure, all personnel called back shall be instructed as to the time and place to report, special uniforms, equipment, or personnel needs. Officers with assigned take-home cruisers shall report to the instructed location with their cruisers. When necessary, the OIC will ensure that adequate transportation is provided from the designated assembly areas.
- f. Some special operations are planned in advance and, where possible, additional personnel required will be given advanced notification of time, place, uniform, duties, etc.
- g. The OIC will assign personnel called back as required.
- h. Whenever possible, called back Officers will be fully briefed and/or rehearsed.
- i. Call-back time is paid time and will be strictly controlled and will adhere to the requirements of the collective bargaining agreement.
- j. When Phase III is activated a minimum of two Telecommunicators shall be assigned to the Communications Section. In addition, when Phase III is activated, a police officer will be assigned to the station as Officer-In-Charge of the Station. The officer shall act as liaison between the Communications Section and the Command Staff.

2. The following resources are available:

Massachusetts State Police	
So Yarmouth	508-398-2323
Troop D HQ	508-947-6510
Bomb Disposal	978-576-3310
SP Main HQ Framingham	508-820-2300
Barnstable County Sheriffs Office	508-375-6111
Truro Police Department	
Administrative Line	508-487-8730
PSAP One Way (recorded)	508-487-2533
PSAP Two Way (recorded)	508-487-8819