JOPLIN POLICE DEPARTMENT	10-06 STANDARD OPERATING GUIDELINE
SUBJECT: Unusual Occurrences	REVIEW DATE: Annually - October
EFFECTIVE DATE: April 19, 2021	ACTION DATE:
AMENDS/SUPERSEDES: 10-06 April 13, 2017	AMEND DATE: March 23, 2021
ACCREDITATION INDEX: 12.1.2 b, c, 46.1.1, 46.1.2, 46.1.3 a, b, c, d, e, f, g, h, 46.1.4 a, b, c, d, e, f, 46.1.5 a, b, c, 46.1.6 a, b, c, d, e, 46.1.7 a, b, c, d, 46.1.8, 46.1.9, 46.3.1, 46.3.2, 46.3.3, 46.3.4, 54.1.3	APPROVED: Richard A. Pearson Chief of Police

I. POLICY

It is the policy of the Joplin Police Department to assist and expedite emergency operations and to provide measures to minimize the effects of unusual occurrences and natural and man-made disasters, and when requested, to assist other agencies who have primary responsibility over an unusual occurrence. In these situations, the Department's goal is to protect life and property and to restore order. Coordination and deployment of resources shall operate within the mandates and recommendations of the Incident Command System (ICS), National Incident Management System (NIMS) and comply with the provisions of the Local Emergency Operations Plan for the City of Joplin. (46.1.2)

II. PURPOSE

To establish procedures that will be used to assist the response of police personnel during tactical situations and other unusual occurrences that are beyond the capabilities of the Department's normal daily operations.

III. DEFINITIONS

Unusual Occurrences

Generally of an emergency nature, an unusual occurrence is that which results from natural or man-made disasters (e.g. floods, earthquakes, tornadoes, explosions, etc.) and /or from civil disturbances (e.g. riots, disorders, violence arising from dissident gatherings and marches, rock concerts, political conventions, labor disputes, mass arrest, etc.).

IV. PROCEDURE – Emergency Mobilization

A. Initial Response

1. Upon receiving a report of an unusual occurrence, officers will be assigned to investigate.

2. Upon arrival, officers will report back to Communications, advise on the nature and extent of the problem, and request police, medical, fire department, public works, health department or emergency management assistance as needed. (46.1.4 A, C)

3. Supervisors should respond, evaluate the scene and use or request personnel as required.

B. Site Security

At the scene, supervisors shall position officers as needed to establish a perimeter and implement measures to assist in crowd and traffic control.

C. Notification of Command Personnel (46.1.3 C)

The following command and city personnel shall be notified of any unusual occurrence:

1. On duty street supervisor

2. Bureau Commanders (Captains)

3. Assistant Chief of Police

3. Chief of Police

4. City Manager

D. Chain of Command

1. In Full Alert situations, the Chief of Police or his/her designate shall respond to the EOC (as defined in City Emergency Operations Plan) and serve as the Department's liaison with other responding agencies.

2. The Patrol Commander will normally be designated as the Incident Commander and will be in charge of the police field operation. The Incident Commander shall update the Chief of Police throughout the incident.

3. Personnel from other divisions/functions required to report for duty for unusual occurrences will fall under the authority of the Incident Commander and/or his designee until they are released to their normal duties.(12.1.2 B, C)

4. When the Department has requested and received assistance from other law enforcement agencies, those personnel shall operate within the Department's chain of command.

    a. Other responding agencies shall be asked to supply a Supervisor to be assigned to the Command Post or to be in direct contact with a Department Supervisor/Incident Commander.

E. Communications

One of the most vital needs during a disaster is effective communications. This includes the notification and mobilization process as well as coordinated communications among operations personnel.

1. The Communications Center will keep an updated employee information list (phone numbers, addresses, pagers, etc). All employees are required to notify the Administrative Assistant to the Chief of Police of any changes in basic contact information (phone number or address)

2. Once it has been determined that an unusual occurrence has or is likely to occur, Shift Supervisors or Bureau Commanders may direct Communications Center personnel on notification procedures for call-out.

3. Radio traffic should be limited to one radio frequency. This frequency shall be

restricted to radio traffic related to the incident.

4. When law enforcement personnel from other agencies become involved, they should have radio communications capabilities with the Department through a frequency patch, loaned units or assignment with equipped Department members.

5. The Chief of Police or his/her disgnee may request resources from the Office of Emergency Management in the event the Communications Center is rendered inoperable.

F. Call-In Procedure (Emergency Mobilization Alert Stages)

In order to assemble the personnel necessary to handle an unusual occurrence, the following procedure may be used:

1. Shift Alert

A Shift Supervisor or Bureau Commander may initiate a shift alert when it is realized that a major incident has or may occur and significant resources will be needed to handle the incident. When initiated:

a. The initiator shall direct needed *on-duty* personnel to the location of the incident or to a safe staging area.

b. The initiator may restrict the Department's response throughout the City to certain calls-for-service (i.e., priority one or two, etc.).

c. The initiator shall monitor the situation for status changes.

2. Call-out Alert

A call-out alert occurs when conditions of the incident create a strain on available resources and additional personnel or other resources are necessary.

a. The appropriate Bureau Commander shall be notified prior to or as soon as is possible when a supervisor makes a call-out.

b. The Chief of Police and all Bureau Commanders shall be notified.

c. The S.W.A.T. Team and/or any off-duty members may be called in to report for duty.

d. Assistance may be requested from other local law enforcement agencies.

e. The Emergency Management Director (EMD) should be notified if the situation has the potential to require resources beyond those readily available to the Department.

3. Full Alert

A full alert occurs when multiple City functions are designated to an emergency situation (unusual occurrence), with the Chief of Police, City Manager and Emergency Management Director coordinating emergency management activities of the City government. In situations in which all available City resources are inadequate to control the incident, the City Manager may request assistance from the State of Missouri, such

assistance may come from the Missouri National Guard or other government entity. City Government will continue to direct operations unless martial law would be enacted, at which point Police Department personnel would assume a support role.

4. All officers called in shall:

   a. Report for duty in uniform, unless otherwise directed.

   b. Report to the Police Station (Primary Assembly Area); or

   c. Report to a designated location (Secondary Assembly Area) if directed to do so.

G. Equipment Requirements and Distribution (46.1.8)

All Department equipment available for use during natural and manmade disasters and other unusual occurrences shall be maintained in proper working order. The officer responsible for such equipment shall complete a documented quarterly inspection to ensure operational readiness.

1. Available equipment and responsible person/s includes:

   a. Flashlights, bullet proof vests, personal protection – Patrol Commander (equip. room)

   b. S.W.A.T. equipment including portable generator – S.W.A.T. Commander and team members.

   c. First Aid Kits – Patrol Supervisors and officers

   d. The Department has an emergency generator that provides emergency lighting for the Police Department, Dispatch and the Fire Department. The generator runs on diesel fuel and has a 6,000-gallon reserve for extended use. The generator is tested weekly by maintenance personnel.

H. Command Posts (46.1.3 B)

1. Police Station: The Police Station will be the primary command post, using available facilities. When available, the Emergency Operations Center main meeting room may be utilized.

2. Field Command Post: The Mobile Field Command Post, a police cruiser or a nearby building may be used as field command posts dependent upon the circumstances, and the recommendation of the Commanding Officer of the operation. Access to any such command post should be restricted to essential personnel only and the command post should be secured by roping it off with "Police Line. Do Not Cross" tape.

   a. The shift supervisor’s vehicle may be used as a command post and should be equipped with at least the following:

      i. Crime Scene Tape;

      ii. First Aid Kit;

      iii. Tape Measure;

      iv. City of Joplin Situation Maps;

v. Fire Extinguisher;

vi. Radios and/or Cellular Phone;

vii. Mobile Data Terminal; and

viii. Flares;

3. Communications: Standard operating procedures and equipment (including mobile and portable radio units) will be utilized. A communications officer may be requested to staff the command post when necessary.

I. Transportation Requirements

The nature of a disaster will determine the methods needed to provide for transportation of personnel to/from their assigned areas. Methods to be used may include, but are not limited to, the following:

1. Marked and other assigned police vehicles (DWI van, S.W.A.T. van, etc.) insured by the City should be used when possible.

2. The Public Works Director will make available to the Chief of Police, or his designee, any and all vehicles necessary to handle the unusual occurrence (i.e. MAPS - City of Joplin).

J. Traffic Control

Traffic Control is vital for maintaining an orderly flow of official vehicles to and from the scene and to ensure that unauthorized personnel are denied access. Non-essential law enforcement personnel, such as Police Reserve Officers or any other qualified available source, will if at all possible, handle physical traffic control. Specific traffic control points will be determined by the On-Scene Commander and modified when necessary. The Incident Commander, or his designee, will coordinate with any outside agencies for assistance with traffic control at specific points. Otherwise, traffic control will be conducted by sworn personnel, but only at those locations considered to be high-risk accident locations. As soon as possible, an Entry Authorization List should be produced and distributed to all personnel performing traffic control duties. This is extremely critical for officers from outside agencies assisting the department.

K. Situation Maps

During a disaster, or unusual occurrence, or civil unrest, situation maps are available in Bureau Commanders and supervisor vehicles. These maps vary in sizes and are available through the Engineering Department of the City. These maps may be displayed in the Command Post and/or the Communications radio room.

L. Casualty Information

A Department member appointed by the Chief of Police will gather casualty information. This information will be released to the news media in numbers only, except in situations where the next of kin is aware of the casualty. Only that information released by the PIO or City Manager will be considered official.

M. Community Relations/Public Information

The Public Information Officer (PIO) will coordinate release of official public information with the City Manager and City of Joplin Public Information Officer. Only that information released by the PIO or the City Manager will be considered official. Dissemination of public information will utilize all media; television, radio and newspaper. Activation of the Emergency Alert System (EAS), if necessary, will be in accordance with the State EAS Operational Plan. Public briefings for media personnel will be conducted by the PIO. A rumor control section, appointed by the PIO, will answer inquiries from the public and monitor public media broadcasts to insure the public is receiving accurate information.

N. Rumor Control

All personnel will be reminded of the Joplin Police Department's Public Information Policy concerning the release of information. It is the sole responsibility of the Chief of Police, or his designee, to release any information to the news media. Accuracy in reporting is extremely important to the department. Accurate casualty and damage numbers are essential to prevent the spread of rumors and exaggerations, which may trigger panic in the community. All personnel will be instructed to direct any member of the news media to the designated information center. It is not the intent of the Joplin Police Department to withhold information from the media or the general public. The specific purpose for having one person responsible for releasing information is to ensure that information is accurate and free from speculation or opinion. (54.1.3 A)

O. Other Agency Support

The City of Joplin has enacted city ordinances authorizing the police department to provide mutual aid with other agencies that have enacted similar ordinances. In the event of an unusual occurrence, assistance may be required from outside agencies. The emergency telephone numbers will be available at the field command post and at the Communications Center. A list of agencies that have a mutual aid agreement with the City of Joplin may be found on computers at the station. The following agencies should be contacted if assistance is required:

1. Missouri State Highway Patrol;

2. Jasper County Sheriff's Department;

3. Newton County Sheriff's Department;

4. Carthage Police Department;

5. Any other police department that may be able to provide assistance.

6. Emergency Medical Services (METS, Newton County Ambulance);

7. American Red Cross; and

8. Salvation Army;

P. Legal Considerations

During any disaster, civil disturbance or other emergency where the arrest or detention of citizens is anticipated or is actually occurring, every attempt will be made to establish liaison with the offices of the Prosecuting Attorney's of the City of Joplin, Jasper County and Newton County. The City Manager, Chief of Police, or their designee, will advise their offices of the situation and abide by any and all legal instruction received regarding arrests, seizure of property or any other possible ramifications of police action.

Q. Public Facility Security

A fixed security post may be established at any public building or essential service facility. Emergency facilities set up for displaced persons or aid stations will also require security.

R. De-Escalation Procedures

1. In general, de-escalation procedures refer to the manner in which adverse conditions, created by the unusual occurrence, are dealt with.

   a. Civil Disturbances

      i. Seal off the area.

      ii. Provide personnel to disperse crowds.

      iii. Control and disperse crowds.

      iv. Implement mass arrest plan, if needed.

   b. Flooded Area

      i. Assist in removing people, who are stranded.

      ii. Detour traffic around flooded area.

      iii. Assist in evacuation of areas threatened.

   c. Major Property Damage/Power Outages

      i. Identify affected areas and level of severity.

      ii. Transfer information to appropriate person or agency to assist in restoration process.

      iii. Provide crowd and/or traffic control as needed.

   d. Mass Transportation Accident

      i. Isolate and secure the scene.

      ii. Request fire and medical assistance.

      iii. Assist in treating injured persons, if needed.

      iv. Investigate and coordinate with other investigating agencies, if applicable.

S. Patrol Response

1. A majority of the incidents that develop will be initially responded to by uniformed patrol officers and supervisors.

   a. Officers should be aware that unusual situations might arise and require response from a number of different units or agencies.

b. A seemingly routine call could result in a hostage situation. It is the goal of all departmental personnel to manage such incidents properly and safely.

c. High winds, flooding, hazardous material spills, water main breaks, fires, multi-car accidents, civil disorders, etc. are all examples of incidents that may require a coordinated response of several units or agencies.

2. <u>All Incidents</u>

a. From a safe area, officers, as soon as possible, will notify Communications of the situation and request a field supervisor respond to the scene.

b. Direct responding units to locations where they can set up a perimeter and contain the incident. Suspects, if applicable and reasonably preventable, should not be allowed to leave or escape.

c. Field Supervisor:

i. Respond to the scene.

ii. Assume command of on-scene activity until relieved by a commanding officer.

iii. Ensure that civilians are removed from the area when necessary, but persons with knowledge of the area or premises should not be allowed to leave.

iv. Isolate and contain the situation in as minimal size area as possible. Establish inner and outer perimeters in a manner that will not subject officers or others to unnecessary danger. Traffic units may be used to close roadways into the affected area.

v. Attempt to establish communication with individuals involved in the situation, if warranted.

vi. Inform the Bureau Commander concerning the situation.

vii. Summon specialized units and the command element if the known facts warrant it, with Bureau Commander approval. If the Bureau Commander cannot be contacted, contact next higher authority.

d. Patrol Bureau Commander (Lieutenant)

i. Respond to the scene and act as Incident Commander until relieved by higher authority.

ii. Establish command post inside the outer perimeter, preferably within a safe distance of the incident site, where persons involved in the command and staff processes, and other essential personnel, may meet to confer with the Incident Commander.

iii. Establish staging area(s) for responding equipment and personnel, if necessary. (46.1.3 E)

iv. Give specific instructions that independent actions by officers and/or discretion is limited.

3. Evacuation

a. When necessary, evacuation of persons should be a priority after the incident scene is secured.

b. Isolated and adjacent areas should be evacuated whenever conditions permit.

i. Removal of uninvolved persons not only insures their safety, but also greatly facilitates subsequent police action.

ii. When possible, evacuees should be interviewed for any pertinent information about the scene or persons involved in the incident.

iii. Mandatory evacuation of uninvolved persons is a legal difficulty. The attempt should be made and appropriate safety warnings issued. However, compliance is voluntary.

iv. Injured civilian or police personnel should be evacuated from the area as soon as it is practical to do so. Refusals by injured civilians to be evacuated will be documented.

c. An alternative to removal may be a "cover in place" decision if removal would be more dangerous.

d. If the incident is one in which the Fire Department is in command, the decision to evacuate the area will be theirs.

4. Hostage situations

The first priority is the lives of the hostages. The tactical goal of the Department is safe recovery of the hostage(s) and the apprehension of the perpetrator. See SOG 10-12, Hostage/Barricaded Persons, for guidance on handling hostage situations.

5. Bomb Emergencies

a. The Department's primary goal in response to bomb emergencies is to minimize injuries, damage to property, and disruption of business activity.

b. Bomb emergencies are primarily the responsibility of the Police Department. The Fire Department acts in a supporting role.

c. See SOG 10-09, Bomb Incidents, for further details

T. Special Weapons and Tactics (S.W.A.T.)

1. The S.W.A.T. Team may be required to respond independently from other personnel to address situations which require specialized training, coordination and equipment. S.W.A.T. personnel shall have issued S.W.A.T. equipment available when responding to all call-outs, Operation 100 or other.

2. The Chief of Police or Incident Commander may designate personnel for special tasks due to unique circumstances or abilities of members. Members/units assigned to such duties shall report to the Incident Commander.

3. The S.W.A.T. Commander is in charge of S.W.A.T. members (or ICS Tactical Element) and will perform the following duties:

   a. Ensure that all members of the unit maintain proficiency and readiness. This includes specialized firearms training and other readiness exercises (callout rehearsals).

   b. Familiarize other members of the Department with the capabilities and proper utilization, and coordinate the use of the S.W.A.T. Team.

   c. When at a scene in which the S.W.A.T. Team is being utilized, the S.W.A.T. Tactical Commander will take command of the tactical element.

   d. See SOG 10-04, Special Weapons and Tactics, for details about this unit.

U. Negotiation Team

1. The Negotiation Team is under the supervision of the S.W.A.T. Tactical Commander.

2. See SOG 10-04, Special Weapons and Tactics, for details about Negotiators' duties.

V. Post-Occurrence Duties

Once a disaster situation has been brought under control and normal operations resume, the following actions will be taken:

1. The designated Incident Commander shall be responsible for the generation of a comprehensive After Action Report detailing the actions and duties of personnel under his/her direction.

2. If used, the Mobile Command Post shall be refurbished with needed supplies and returned to its storage location. The Mobile Command Post shall be left ready for response to any future incident.

3. The Incident Commander shall ensure that notifications are made to the owners of additional equipment used at the scene to remove their items.

W. Reporting Procedures

1. In order to properly evaluate situations and plan for future events, accurate and complete investigation and reporting procedures are essential.

2. The Supervisor in charge may assign officers to assist with post occurrence duties (evidence collection, traffic control) depending upon the nature of the occurrence.

3. Reports may be required by all persons involved in the incident, regarding duties performed and orders received and given.

4. The Incident Commander will determine which reports are needed, will review all reports, and will prepare a final report of the incident. The report should:

   a. Summarize the incident

   b. Provide details of all persons or organizations involved

   c. Analyze procedures and equipment performance

d. Recommend changes in procedure or equipment

e. The report will be forwarded to the Chief of Police.

V. PROCEDURE – Incident Command

A. Incident Command System (46.1.3 A)

1. The Department is committed to the handling of any unusual occurrences in the safest and most expedient means possible. The Department will utilize the Incident Command System (ICS) model to manage personnel and resources in response to unusual occurrences. The ICS shall operate within the mandates and recommendations of the Incident Command System (ICS) and the National Incident Management System (NIMS).

   a. ICS is designed to provide a manageable span of control and accounting of command and resource management in a general way that may be effectively applied to an unusual occurrence of any type (floods, civil unrest, barricaded subjects, etc.).

   b. ICS allows for the controlled modification of the command and control structure in response to the complexity of the mission at hand, and not merely on the size of the incident. ICS defines the elements of the command function clearly and unambiguously which provides for the possibility of expansion, replacement or relief without sacrificing any crucial information or command functions.

   c. ICS is designed to facilitate effective interagency operations by creating a seamless command structure with vital resources and information maintained centrally. Free flow of information and resources among all participating agencies is vital to the successful resolution of any multi-agency response to a natural or manmade disaster. ICS is widely used by local, state, and Federal agencies to handle unusual occurrences.

2. The fundamental command elements of ICS maybe combined or expanded in response to the complexity of the incident. They are:

   a. The Incident Commander.

   b. The Command Staff.

      i. Safety Officer.

      ii. Liaison Officer.

      iii. Public Information Officer.

   c. The General Staff.

      i. Operations Section Officer.

      ii. Planning Section Officer.

      iii. Logistics Section Officer.

      iv. Finance and Administration Officer.

d. If necessary to maintain span of control, to control a large geographic area, or for another reason, there may be Branch and Group Commanders responsible for different areas (e.g. East and West Branch Commanders).

B. Incident Command Functions

1. Incident Commander.

a. The Incident Commander's responsibilities include: assessing incident priorities, determining goals and objectives, implementing the action plan, developing appropriate organizational structure, coordinating overall activities, and ensuring responder safety. The senior (ranking) official at the scene will have authority to initiate the incident command function.

b. Functional responsibilities for any of the positions described below that are not staffed remain with the Incident Commander. However, some staff and command functions may be combined as the need dictates.

c. As incidents increase in complexity or size, it often becomes necessary for the Incident Commander to delegate major functional responsibilities to maintain effective workload and span of control. Some command and staff functions may be combined with the exception of the safety officer position, which should remain assigned to only one individual.

d. The Incident Commander is responsible for ensuring that an After Action Report is completed. (46.1.3 H)

2. Command Functions.

a. Safety Officer: The Safety Officer must monitor and assess the safety hazards and unsafe situations to develop measures for ensuring personnel safety. The Safety Officer can stop any unsafe operations without Incident Commander approval. The Safety Officer not only identifies problems, but also suggests solutions to minimize the risks and keeps the Incident Commander informed of all actions taken. (46.1.3 G)

b. Liaison Officer: A Liaison Officer is the point of contact for assisting or coordinating agencies. This position provides line of authority, responsibility, communication, and coordination with outside agencies and private contractors. Communications with other agencies may be conducted through the Communications Center, or, if it is needed due to their direct participation in a tactical operation, arrangements can be made for outside officers to access the Department's radio system. (46.1.3 D)

c. Public Information Officer: The Public Information Officer is responsible for interfacing with the media and other appropriate agencies. Accurate and consistent information from a single source is important to the smooth operation of the incident. (46.1.3 F)

3. Staff functions.

a. Operations Section: The Operations Section is responsible for management of all tactical operations at the incident. Typically, establishing perimeters, conducting evacuations, command post/scene security, detainee transportation/processing/confinement, controlling traffic, tactical, negotiators,

staging, emergency medical service, search/rescue, and conducting post-incident investigations are functions that respond to the Operations Section Officer. This position is generally staffed by a commanding officer assigned to the Operations Section. The Operations Section should also remember that there will be instances when the security of public facilities and critical private facilities must be undertaken as part of the operation. (46.1.4 A, B, C, D, E, F)

b. Planning Section: The Planning Section is responsible for the collection, evaluation, dissemination, and use of information about the development of the incident and the status of resources. Planning must include an assessment of the present and projected situation. Proactive incident management depends on accurate assessment. In addition, there is a critical need to maintain information about resources committed and available. Typically, investigations, intelligence, preparing documented incident action plan, technical advisor(s), and planning post demobilization are functions that report to the Planning Section Officer. (46.1.5 A, B, C)

c. Logistics Section: The Logistics Section is responsible for providing facilities, services, and materials for the incident. The Logistics Section Officer acts as a "Supply Manager" responsible for service and support resources. Typically, supply, communications, medical support, specialized teams and equipment, personnel, and transportation are functions that report to the Logistics Section Officer. (46.1.6 A, B, C, D, E)

d. Finance and Administration Section: The Finance and Administration Section is responsible for all costs and financial considerations of the incident. The considerations are generally not a major concern during the incident. However, when using private sector resources, or incidents where reimbursement will be sought, financial considerations and accurate record keeping can be detailed and extensive. Typically, procurement of additional resources, recording expenses, documenting injuries, liability issues and timekeeping are functions that report to the Finance/Administration Section Officer. (46.1.7 A, B, C, D)

C. Command Structure

1. Unified Command - Although a single Incident Commander normally handles the command function, when an unusual occurrence requires multi-agency involvement (police, fire, federal agencies, etc.) and/or multi-jurisdictional involvement (law enforcement agencies from several jurisdictions), the Unified Command (UC) Structure will be utilized within the ICS.

The UC is a structure that brings together the "Incident Commanders" of all major organizations involved in the incident in order to coordinate an effective response while at the same time carrying out their own jurisdictional responsibilities. The UC links the organizations responding to the incident and provides a forum for these entities to make consensus decisions. Under the UC, the various jurisdictions and/or agencies and non-government responders may blend together throughout the operation to develop common strategy without relinquishing any agency's authority.

The UC is responsible for overall management of the incident. The UC directs incident activities, including development and implementation of overall objectives and strategies, and approves ordering and releasing of resources. Members of the UC work together to develop a common set of incident objectives and strategies, share information, maximize

the use of available resources, and enhance the efficiency of the individual response organizations.

2. Single Command - The Incident Commander has sole responsibility for the incident The task of Incident Command during an unusual occurrence, while a co-operative effort between the main agencies involved, at times works better when one person is in charge of the entire scene. The person in command of the incident at a given time is determined by the situation at hand. The progression of incident command responsibility at an unusual occurrence may pass through the significant agencies involved, following in time order of what is needed most as the incident unfolds. .For example, the first priority may be to handle all of the fire, rescue, and medical problems. A representative from the Fire Department would be in command of the incident and set the goals for the operation. Once the fire, rescue and medical efforts have ceased, a representative from the Police Department may assume command of the incident and begin to conduct the preliminary investigation.

D. Planning and Simulations (46.1.9)

1. The City of Joplin Emergency Management Coordinator is responsible for developing and maintaining written plans for the City's response to disasters and other major occurrences. The Department will maintain current plans and participate in mock disaster simulations conducted by the Emergency Management Coordinator.

2. The Training Division (12.1.2 B) shall be responsible for coordinating, planning and training for the Department's field response to unusual occurrences (46.1.1, 46.1.9). At least yearly, affected Department personnel will participate in a documented training exercise using the Incident Command System.

3. The Training Division will coordinate with emergency Management to conduct biennial training consisting of tabletop or full-scale exercises to assess the agency's capabilities with respect to the All Hazards Plan and the Incident Command System(46.1.9 B).

VI. HOMELAND SECURITY – Procedure

A. Terrorism Liason

1. Joplin Police Department is a member of the MOCIC (Mid-States Organized Crime Information Center) which is the designated information exchange for terrorism related information by the Federal Government. The department receives continuous updates and timely information thru the MOCIC web site and emails. Private business in the Joplin area have been contacted that have been identified as critical infrastructure within the city of Joplin and been given access to the ATIX (Automated Trusted Information Exchange) which also is within the MOCIC Network. (46.3.1)

2. All information related to either Domestic or International Terrorism that has been obtained by a member of the Joplin Police Department will be forwarded immediately to the local office of the FBI. Members of the Investigations Division will remain in close communications with the local office of the FBI and maintain emergency numbers if needed such as personal cell numbers of agents in case emergency contact is necessary. (46.3.2)

3. Joplin Police Department will maintain communication with private business regarding all information that can be released by having an open line of communication with local news media. The ATIX program sponsored by MOCIC will be promoted to those businesses that are authorized to have access. (46.3.3)

B. National Terrorism Advisory System (NTAS)

The Joplin Police Department will follow the guidelines set forth in the National Terrorism Advisory System regarding suggested security measures during the different levels of incident awareness. (46.3.4)

TYPES OF ADVISORIES

1. Bulletin

Describes current developments or general trends regarding threats of terrorism.

2. Elevated Alert

Warns of a credible terrorism threat against the United States.

3. Imminent Alert

Warns of a credible, specific and impending terrorism threat against the United States.

.

VII. COMPLIANCE

Violations of this policy, or portions thereof, may result in disciplinary action as described in the City of Joplin's Personnel Rules or the Joplin Police Department's Rules and Regulations and General Orders. Members of the Joplin Police Department, while assigned to or assisting other agencies shall comply with this policy.

VIII. APPLICATION

This document constitutes department policy, is for internal use only, and does not enlarge an employee's civil or criminal liability in any way. It shall not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense, with respect to third party claims insofar as the employee's legal duty as imposed by law. Violations of this policy, if proven, can only form a basis of a complaint by this department, and then only in a non-judicial administrative setting.