



## Policy 802

Subject

### HANDLING CODES: TERRORIST RESPONSE

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*By Order of the Police Commissioner*

#### POLICY

**Homeland Security.** The Baltimore Police Department (BPD), in conjunction with federal, state and local law enforcement agencies, is committed to strategic and preventive measures for the protection of homeland security in the State of Maryland.

#### DEFINITIONS

**Terrorist Screening Center (TSC)** — Created to consolidate a terrorist watch list that is automatically linked to the National Crime Information Center (NCIC) and is always accessible. The TSC provides operational support, information and expertise so that law enforcement personnel can respond quickly and act accordingly. When law enforcement personnel conduct an NCIC check on an individual and a positive match is detected, the TSC will return to the requesting agency one of four Handling Codes:

1. **Handling Code 1:** The subject is confirmed to associate with terrorism, and there is a valid, outstanding arrest warrant.
2. **Handling Code 2:** The subject is of an “investigative interest” regarding their association with terrorism.
3. **Handling Code 3:** This individual may have possible ties with terrorism.
4. **Handling Code 4:** The identity provided by this individual may have possible ties with terrorism.

#### REQUIRED ACTION

##### **Member**

1. Whenever an individual is checked through NCIC, and there is a positive match referred to by the Communications Unit as a “10-80” followed by one of the aforementioned numerical Handling Codes, immediately request back-up units. Use extreme caution when approaching and conversing with the individual.

**NOTE:** Do not alert the individual of the warning. Conduct all matters consistent with the law and BPD policy and procedures.

2. Request a permanent-rank supervisor to respond to all “10-80” incidents.

3. Radio transmissions are to be kept at a minimum regarding all "10-80" incidents. If more discussion is needed, other than information between the Communications Unit and the member, use an alternate/lateral channel.
4. Be aware of the possible presence of, or materials for constructing, explosives, weapons, and weapons of mass destruction (WMD).
5. Complete an Administrative Report, Form 95, to include details of the NCIC check and subsequent actions.
6. Scan and email the Administrative Report and any related documents to HomelandSecurityDivision1@baltimorepolice.org before the end of your tour of duty.

#### Code 1 Encounters

1. When a 10-80, Code 1 is advised:
  - 1.1. Arrest the subject.
  - 1.2. Isolate the subject from the scene and from other associates.
  - 1.3. Immediately notify the Watch Center, and be guided by their instructions.
  - 1.4. Do not allow the subject to make any telephone calls and do not make any calls on behalf of the subject. Keep portable electronic items such as cellular phones, tablets, and mobile devices away from the subject.
  - 1.5. All other persons associated with the subject will be secured, segregated, and checked through NCIC. Handle all associates as Code 3, unless otherwise directed by the Watch Center or a member of the Homeland Security Division. The disposition of all associates will be determined by the Homeland Security Division.
2. If the subject is in possession of a vehicle:
  - 2.1. Do not move the vehicle.
  - 2.2. Do not retrieve, or allow occupants to retrieve, any property from the vehicle until cleared by the Homeland Security Division.
  - 2.3. Request a bomb detection dog via the K-9 Unit.
    - 2.3.1. If the dog elicits a positive response, immediately notify the Bomb Squad and adhere to Policy 707, *Bomb or Bomb Threat - Call for Service*.
    - 2.3.2. If there is no indication of an explosive device, follow appropriate search/inventory procedures, and hold/release the vehicle according to current policy, unless otherwise directed by the Homeland Security Division.

Code 2 Encounters

1. When a 10-80, Code 2 is advised:
  - 1.1. Detain and isolate the subject from the scene and from other associates.
  - 1.2. Immediately notify the Watch Center and be guided by their instructions.
  - 1.3. Do not allow the subject to make any telephone calls and do not make any calls on behalf of the subject. Keep portable electronic items such as cellular phones, tablets, and mobile devices away from the subject.
  - 1.4. All other persons associated with the subject will be secured, segregated, and checked through NCIC. Handle all associates as Code 3, unless otherwise directed by the Homeland Security Division. The disposition of all associates will be determined by the Homeland Security Division.
2. If the subject is in possession of a vehicle:
  - 2.1. Do not move the vehicle.
  - 2.2. Do not retrieve, or allow occupants to retrieve, any property from the vehicle until cleared by the Homeland Security Division.
  - 2.3. Request a bomb detection dog via the K-9 Unit.
    - 2.3.1. If the dog elicits a positive response, immediately notify the Bomb Squad and adhere to Policy 707, *Bomb or Bomb Threat - Call for Service*.
    - 2.3.2. If there is no indication of an explosive device, follow appropriate search/inventory procedures, and hold/release the vehicle according to current policy, unless otherwise directed by the Homeland Security Division.

Code 3 and Code 4 Encounters

1. When a 10-80, "Code 3" or "Code 4" is advised:
  - 1.1. Do not arrest the individual, unless there is evidence of a violation of federal, state, or local law.
  - 1.2. Contact the Watch Center and be guided by their directions.
  - 1.3. Conduct an on-scene investigation:
    - 1.3.1. Determine if the individual is of law enforcement interest; and/or,
    - 1.3.2. Gain sufficient information to positively identify the individual.

**Permanent-Rank Supervisor**

Respond to all "10-80" incidents.

**Chief, Homeland Security Division**

1. Ensure members under your Command provide operational support to members of the BPD.
2. Establish a Unit Standard Operating Procedure (SOP) regarding the "10-80" Handling Code response. Ensure subordinates adhere to the SOP, to include taking command of the scene/investigation when needed and/or when in the best interest of the community, member and BPD.
3. Coordinate cooperative investigations between the Joint Terrorism Task Force (JTTF), the Maryland Coordination and Analysis Center, and any other entities, as needed.

**Shift Commander, Communications Unit**

1. When a "10-80" response is appropriate, ensure dispatchers communicate the correct information, to include Handling Code, to the field member.
2. Immediately notify the Watch Center on behalf of the field member, and convey all necessary information to the Watch Center and/or Homeland Security Division.

**ASSOCIATED POLICIES**

Policy 707, *Bomb Or Bomb Threat – Call For Service*  
Policy 706, *Hazardous Material Incidents*

**RESCISSION**

Remove and destroy/recycle General Order H-2, *Handling Codes: Terrorist Response*, dated 11 July 2006.

**COMMUNICATION OF POLICY**

This policy is effective on the date listed herein. Each employee is responsible for complying with the contents of this policy.