

- A. **PURPOSE.** To ensure that the Chief of Police or designee are notified of serious incidents that occur within the City that may affect the Police Department
- B. **NOTIFICATION PROCEDURE.** The Chief of Police or designee shall be notified immediately upon the occurrence of any of the incidents listed in Section C. The appropriate Deputy Chief, service area commander, Public Information Officer, and Support Services Division commander shall be notified for incidents outlined on the notification matrix maintained in the Watch Commander's office.
- C. **INCIDENTS REQUIRING NOTIFICATION**
1. 10-39 w/ special circumstances
 2. Armed, barricaded persons
 3. Arrest of VIP / Ranking City / GRPD Employee
 4. Assault involving a potential death
 5. Bank Robbery
 6. Bomb Threat-Gov't / School / Critical Location
 7. Change in the Department of Homeland Security Advisory System Threat Conditions
 8. Civil Disorder / Threat of
 9. Communications / Utility Failure in Police HQ
 10. Death/Serious Injury to Police Employee
 11. Detonated Explosive
 12. Fatal Traffic Crash
 13. Gunshot Victim (Any degree of injury)
 14. Hate Crime or Racially Motivated Incident
 15. Hazardous Material Incident

16. Homicide/Suspicious Death/Assault-Life Threat
17. Kidnapping/Abduction/Attempt (non-custodial)
18. Major Fire / Fire-related Death / Potential Death
19. Major Utility Failure in the City
20. Mass Casualty Incident
21. Open Carry Demonstration / Event
22. Police officer Discharge Firearm – Dog/Pet, Humane Disposal Animal, OIS/Accidental/Other PD
23. Potential or actual hostage situation
24. Serious injury to a citizen due to any use of force by police employees
25. Sexual Assault - Aggravated (Stranger)
26. SRT/CNT Callout for Critical Incident, Barricades, High Risk Warrant Service
27. Suicides or Suicide Attempts on City Property
28. Threats of School Violence
29. Tornado Warning

D. SPECIFIC RESPONSIBILITIES

1. The on-scene supervisor shall notify the Watch Commander of the circumstances involved in any of the above listed incidents.
2. The Watch Commander shall make the appropriate notifications as listed in B. of this procedure using the notification matrix.