

A. PURPOSE. To direct notification of the public concerning specific training exercises performed within the City of Grand Rapids

B. GOALS

1. Provide adequate notification to community members who may be exposed to specific training exercises, i.e., large assemblies of uniformed police personnel, marked vehicles or field force/high risk entry exercises.
2. Establish guidelines in the use of community sites for the training of Department personnel.

C. SPECIFIC RESPONSIBILITIES

1. The Commander in Charge/Lead Instructor shall:
  - a. Plan training exercises with due regard to the impact on the community.
  - b. Minimize any ominous displays of police authority as well as any disruption of public movement.
  - c. Conduct training exercises in such a manner as not to occur repeatedly in the same general area.
  - d. Obtain written permission from any private property owner whose property may be utilized during the training exercise. Any request for property usage must be well in advance of any proposed exercise.
  - e. Notify all residents and businesses within the immediate area of any staging or training site at least seven (7) days prior to any scheduled training exercise.
  - f. Place signs around the site at all points of public ingress (vehicular or pedestrian). Such signs shall be clearly visible with information displayed in a multilingual format.
  - g. Appoint and supervise a “Safety Officer” for the training exercise.
  - h. Coordinate the supervision of all assigned officers.
  - i. Coordinate and supervise the notification process for community members who may be exposed to the training exercise.

2. The Safety Officer shall:
  - a. Report directly to the Commander in Charge/Lead Instructor.
  - b. Conduct safety briefs.
  - c. Inspect all Instructors, role players, and vehicles involved in the training scenarios.
  - d. Secure a radio frequency through an ECO Supervisor.
  - e. Inspect all weapons and Simmunition/blank ammunition.
  - f. Provide reflective “POLICE” vests to instructors/observers.
  - g. Issue smoke/inert munitions/canisters.
  - h. Secure fire suppression equipment.
  - i. Erect barricades and tape off perimeters.
  - j. Identify and correct safety violations immediately.
  - k. Inspect all weapons, vehicles and equipment of any officer who leaves the training site and returns. (i.e. Court).
3. Assigned officers are reminded of the high visibility connected to training exercises performed within the community. In that regard, officers shall conduct themselves in the same manner as all other police operations.