Greer Police Department

All Hazards Plan

By the Order of: *Matt Hamby*
Chief of Police

October 31, 2024
Revised August 12, 2026

CALEA 46.1.1; 46.1.2; 46.1.3; 46.1.4; 46.1.5; 41.1.6; 46.1.7; 46.1.8; 46.1.9; 46.1.10; 46.1.11; 46.1.12; 46.1.13; 46.3.1; 46.3.2; 17.3.1

The Greer Police Department will establish a unified response to large scale natural and manmade Disasters by thorough planning and through an established Incident Command System. The Greer Police Incident Command System can be expanded or contracted with ease to escalating or diminishing situations and is readily adaptable to systems utilized by other agencies. To ensure officers' familiarity with the system in the event of an incident's escalation, the procedures for the Incident Command System should be utilized by officers at all incidents.

DEFINITIONS

Critical Incidents are of an emergency nature and may result from disasters (manmade or natural) or civil disturbances.

Disasters include floods, hurricanes, earthquakes, tornadoes, explosions, and acts of terrorism.

Civil disturbances include riots, disorders, and violence arising from dissident gatherings, marches, and events.

Incident Commander A single person in charge of managing and directing overall disaster scene resources and operations. An Incident Commander may be a representative from a fire department, law enforcement agency or any other agency or individual as may be needed to appropriately manage disaster scene operations.

Unified Command A function of the Incident Command System in which all involved agencies contribute to the command process. Overall goals, planning tactical objectives, integrating tactical operations and maximizing the use of all available resources are decided jointly. The Unified Command concept may be utilized when an incident is within one jurisdictional boundary, but more than one agency shares responsibility, or when an incident is multi-jurisdictional in nature, or when more than one individual designated by their jurisdiction or agency shares overall management responsibility.

I. PREPLANNING AND REHEARSALS

The Chief of Police or his designee is responsible for the overall planning of a response to critical incidents and participation in training rehearsals. Responsibility for the preparation of specific types of written plans has been assigned to the Command Staff. The Chief will review all such plans and make appropriate recommendations prior to plan approval. All supervisors will familiarize themselves with all such plans in order that, when implemented, they may readily perform assigned responsibilities.

A. Preplanning

1. Preplanning information is gathered and documented as potential problem locations are identified.

2. Prior incidents, of like application, are used as a model for a successful approach to the incident plan.

3. A checklist of actions is developed and used.

4. Maps, resource books and other written documents are utilized.

B. Training

1. The department will conduct documented training on the All Hazards Plan annually. The Incident Command System (ICS) will be a part of this training and is contained within the All Hazards Policy.

2. The department will conduct a documented tabletop or full-scale exercise at least biennially to assess the capabilities of the All Hazards Plan and the ICS.

C. Emergency Equipment and Supplies

1. The department will maintain equipment designated for use in critical incidents and emergency situations.

2. This equipment will remain in a state of operational readiness and will be inspected by a supervisor at least quarterly.

3. Equipment may include, but is not limited to, the following:

    a. Traffic safety vests
    b. Extra flashlights and batteries
    c. Work gloves
    d. Extra portable radio batteries
    e. Safety cones and barricades
    f. Extra first aid supplies
    g. Biohazard kits
    h. Extra ammunition for all issued weapons
    i. Surveillance equipment
    j. Body armor
    k. Riot helmets labeled w/ personnel unit number
    l. Flex cuffs or extra handcuffs
    m. Portable generator and lights

4. Any equipment listed above that is not presently available to department personnel shall be purchased as allowed by budgetary constraints.

5. The Chief of Police has the authority to expedite acquisition of resources during times of emergency.

II. EMERGENCY MOBILIZATION

In the event of a critical incident the following plan will be utilized to mobilize the Greer Police Department:

A. **The Greer Police Department may be mobilized in two ways:**

1. A general emergency in response to a natural or manmade disaster or civil unrest of sufficient magnitude to require the implementation of the Spartanburg or Greenville County Emergency Operations Plan, which requires a coordinated effort between the City, County and other governmental agencies.

2. A smaller or more isolated emergency that does not necessitate or require implementation of the Spartanburg or Greenville County Emergency Operations Plan.

B. **Alert Stages**

In those incidents where an emergency is anticipated the Command Staff will preplan the manpower needs of the Police Department and based on the expected nature and extent of the emergency, may declare an alert status to ensure adequate manpower when needed. Alert Stages are as follows:

1. **Yellow Alert**

    a. An emergency is anticipated and expected but has not yet occurred. When the Police Department is placed on **Yellow Alert,** all personnel will be notified of the status by their respective Supervisors.

b. During the course of a **Yellow Alert**, all off-duty personnel must make their whereabouts known to the Police Department within one hour of notification.

2. **Red Alert**

a. A **Red Alert** is declared when an emergency is imminent or has occurred.

b. Upon declaration of a **Red Alert** by the Chief of Police or his designee, Division Commanders will notify their respective subordinate Supervisors who will, in turn contact their employees and order them to report immediately to the Police Department.

C. **Call-Back Procedures**

1. The on-duty Supervisor, upon determining the need for additional personnel to respond to a developing emergency, will notify the Patrol Commander. The on-duty Supervisor will furnish all information to the Patrol Commander in order to determine the number of personnel needed based upon the extent of the emergency. The Patrol Commander will notify the Chief and Command Staff.

2. Once a callback is ordered, Division Commanders will notify their subordinate supervisory personnel and direct them to contact their employees and order them to report.

3. Once notified of an emergency, Department personnel have no more than one hour to report for duty.

4. The primary assembly area for personnel responding to callback is the Police Department Training Room. In the event that the Department is unsafe, responding officers will be notified to report to the Department's secondary assembly area, City Hall. Once at the location and properly equipped, personnel will be redeployed to a staging area in close proximity to an established field command post.

5. In the event of an emergency mobilization, the Patrol Division Commander will distribute any special equipment needed to contain the emergency. That equipment required, but not available within Department resources, will be requested from Greenville County Sheriff's Office (GCSO).

6. If the emergency is of sufficient magnitude to justify implementation of the Greenville County Emergency Operations Plan, the Greer Police Department will join with the Emergency Management Team and coordinate all efforts to resolve the emergency. That plan, which is maintained in the Office of the Captain, is available for review by supervisory personnel.

7. In the event of a general mobilization, the following key personnel will assume roles as specified below:

a. The Chief of Police will serve as the law enforcement commander for the City of Greer and will coordinate all emergency operations with the Emergency Operations Center.

b. The Bureau Captains will assist the Chief of Police in directing all street operations during the course of the emergency.

c. The Patrol Division Commander will assume the role of on-scene commander.

d. The Operational Support Sergeant will assume command of and responsibility for field processing/booking/detention facilities.

e. The Criminal Investigation Commander will direct the operations of CID personnel in gathering intelligence related to the emergency and identifying key ringleaders in groups participating in any civil disturbance.

f. The Administrative Captain will assume Public Information Officer duties, respond to media inquiries and coordinate the dissemination of information.

g. The Communications Supervisor will respond to and assume command of the Communications Section and will assist as needed during the emergency.

8. Coordination with Emergency Management Personnel:

   a. In the event of a general implementation of the County Emergency Operations Plan, the Chief of Police will coordinate all efforts between the Greer Police Department and the remainder of the emergency management group.

   b. Greenville County and Greer police radios are equipped with each other's frequency. In the event of a joint operation, supervisory personnel will ensure that all participants are on the same frequency to ensure coordination of effort and the safety of all officers.

9. The Community Outreach Supervisor will coordinate the transportation needs with the Director of Public Services. All available police vehicles will be put in service and additional city vehicles will be made available as needed.

10. The Greer Police Department will participate in regional rehearsals for disaster or civil disturbance planning as they become available.

III. INCIDENT COMMAND SYSTEM

The Incident Command System (ICS), as detailed in this order, shall be the standard operating procedure for all hazards and unusual occurrences. The ICS is comprised of five (5) primary elements: Command, Operations, Logistics, Planning and Finance/Administration.

Each of the primary elements is assigned personnel as needed to conduct the operation. The Incident Commander exercises all control for the incident and directs the efforts of the personnel in charge of each of the functional elements.

A. General Responsibilities

1. The Incident Commander provides overall objectives and strategy, establishes procedures for off-incident resource ordering, establishes procedures for resource activation, mobilization and employment, approves the Incident Action Plan and prepares a documented after-action report.

2. The Operations Section establishes perimeters, conducts evacuations, maintains security of the command post and scene, transports and processes any detainees, traffic control and direction and conducts a post-incident investigation.

3. The Planning Section coordinates preparation of an Incident Action Plan, gathers and disseminates information and intelligence and plans post-incident demobilization.

4. The Logistics Section ensures that communications are adequate, develops a transportation system to support operational needs, secures any medical support that may be needed, ensures that the procedure for ordering additional resources is made known and secures any specialized teams and equipment needs

5. The Finance/Administration Section provides cost implications of objectives and records all expenses, records personnel time, evaluates resources and if needed, procures any additional resources and documents any injuries and liability issues.

IV. ESTABLISHING COMMAND

1. Command shall be established at all critical incidents including, but not limited to, hostage/barricaded person’s situations, civil disturbances, natural or manmade disasters, bomb threats, or acts of terrorism.

2. The first supervisor to arrive at the scene of an unusual occurrence shall assume the responsibility of Incident Commander until properly relieved by a higher-ranking supervisor or the Chief's designee.

3. Whenever an incident occurs where two or more agencies have concurrent jurisdiction, a "unified command" procedure may be employed. During this type of command two or more individuals will work together to command the emergency incident.

A. Command Post

The first arriving Supervisor to a critical incident will set up a command post operation from the outset while assigning available resources.

1. The Incident Commander will select a location for a command post inside the outer perimeter. It will be positioned outside of the present and potential hazard zone but close enough to the incident to maintain control. When practical, the Command Center at the Police Department will be utilized.

2. The command post may be located inside of a business, residence, vehicle, or depending on the incident, the Greenville County mobile command center will be requested.

3. The location for the established command post should offer protection from observation by the suspect.

4. Entrance to the established command post shall be limited to only those individuals, which are necessary for the post's effective operation.

5. The command post will be set up with communications equipment and maps sufficient to carry out tasks.

B. Supporting Agencies and Other Resources

1. Any support from other agencies, except military support, will be requested as needed by the Incident Commander.

2. Support from the South Carolina National Guard will be requested by the Mayor through the State Adjutant General or Governor.

3. Responding personnel will be notified to report to the designated assembly area.

4. Agencies/personnel will be notified of hazardous areas and given routes of travel they should follow to assembly areas.

5. Agencies will be deployed to specific functional assignments within the incident by the Incident Commander; however, personnel will be directly commanded by their own supervisors at all times.

C. Staging Area

1. During the initial response phase, the Incident Commander may designate a location for responding units to standby until needed.

2. The staging area shall be in a secure area but close enough to the scene for rapid response.

3. Alternative staging areas will be designated in case the primary becomes untenable.

4. A staging area may be designated for equipment awaiting assignment.

   a. All resources in the staging area will be ready for deployment.

D. Media Access

1. The Chief or his designee, will establish a media briefing area and will provide timely updates to media personnel.

2. In a Unified Command situation, a Joint Information Center will be established with the other agencies to ensure a coordinated release is given.

3. Information disseminated will be on public safety hazards, casualty information and/or information that is in the public interest.

    a. Released information will not be detrimental to the incident or a later investigation of the incident and has been approved by the Incident Commander.

    b. In order to help suppress public fear and control rumors, released information will be accurate, timely, detailed and of major importance.

4. Members participating in the incident should refrain from making comments to the media and direct all questions to the incident PIO.

E. Safety

All supervisory personnel shall maintain a constant awareness of the position and function of all members assigned to operate under their supervision. This awareness shall serve as the basic accountability that is required for operational safety. Safety shall be maintained at all times. Safety includes but is not limited to:

1. Protection of lives and property to the public, involved personnel and victims.

2. Appropriate protective equipment is assigned and is in use.

3. Safe and effective positioning of personnel and equipment.

4. Adequate escape routes.

5. Effective traffic and crowd control.

V. OPERATIONS

A. Outer Perimeter

An outer perimeter, sometimes referred to as a safety zone, is established by the Incident Commander to control pedestrian and vehicular activity in the incident area.

1. Control points are established at major intersections and traffic is diverted from the hazard area.

2. The boundaries should take into consideration the weather and wind direction, if hazardous materials are involved.

3. The boundaries should include the entire effective area.

B. Inner Perimeter

An inner perimeter, often referred to as the danger zone, is established by the Incident Commander and is located just outside the fringe of the incident danger zone.

1. Control points are established at specified locations to monitor and control the hazard area.

2. The boundaries should take into consideration the weather and wind direction, if hazardous materials are involved.

3. The boundaries should include the entire hazard area.

C. Evacuations

1. The evacuation of innocent people from the danger area or potential danger areas should be a coordinated operation. Weather conditions should be considered when establishing boundaries. Normally, the area in the greatest degree of danger will be evacuated first.

    a. The media may be utilized to advise residents of the effected area under evacuation and any relevant data for precautions, travel routes, etc.

    b. Telephone, audible and/or physical notifications may be made if the area to be evacuated is small. Officers and participants will be monitored and removed if the hazards become too great to continue door-to-door evacuation.

    c. Public will be notified of any open shelters and if necessary, transportation will be arranged or provided. Shelters will be provided with informational progress reports to avoid and control rumors.

    d. A refusal to evacuate is not a violation of the law. The residents will be warned that a refusal to evacuate may be hazardous or deadly to all occupants

2. On manmade disasters, everyone on scene should be treated as a suspect until it is positively determined that they are not.

    a. These people are to be detained in a designated area of safety for identification and intelligence interviews.

    b. All intelligence obtained through interviews shall be relayed to the scene commander.

3. In evacuations requiring the activation of the Greenville EOP or the opening of shelters, animal evacuations will follow Annex 17 of the Greenville County EOP. Animals needing temporary shelter in less expansive evacuations can be taken to the City's Animal Control Facility or directed to local veterinarians and other boarding facilities.

D. Security

Security of the command post and scene will be strictly maintained.

1. The scene will be secured by police or military personnel as needed and proper identification must be provided for entry. State emergency management personnel, medical emergency workers or insurance personnel must provide both their state issued passes and their professional identification.

2. Entrance to the command post shall be limited to only those individuals, which are necessary for the post's effective operation.
3. Public facilities against which a known threat exists or facilities, which the Incident Commander deems as being in danger, will be secured by personnel as needed.

E. Detainees

Arrests will be made by personnel when necessary to preserve peace and order and for violations of the law.

1. An appropriate number of officers will be designated as booking/transporting officers, in the event an arrest(s) needs to be made, while other officers maintain a secure perimeter.

2. Detainees will be transported to the Detention Center or a facility designated by the OSD Commander.

3. The OSD Commander will provide a facility and personnel to process those arrested.

4. All paperwork pertaining to individuals arrested will be completed and submitted prior to the end of the processing officer's tour of duty.

F. Traffic Control

1. Officers assigned to direct or control traffic at or around the scene of the incident will:

    a. Position their police vehicles in such a manner that he/she and the scene are protected, and motorists and pedestrians are alerted to their presence;

    b. Wear reflective vests;

    c. Keep traffic moving (unless the incident necessitates traffic stoppage) and not allow motorists to stop unnecessarily.

    d. Place a traffic light on flash at an intersection where he/she will be manually controlling traffic.

2. Depending upon the nature of the incident, City of Greer Public Services will be utilized to place barricades.

G. Post-incident Investigation

1. When required, Criminal Investigators will be assigned to gather intelligence. All intelligence obtained shall be relayed to the incident commander.

    a. Witnesses will be interviewed.

    b. Suspects removed from the scene will be interrogated.

2. Personnel will submit any necessary reports *(Incident, Supplemental, Booking, Evidence, etc.)* before ending their tour of duty.

3. A thorough inspection will be conducted to assess damage, casualties and expended supplies.

4. All command personnel will submit a written assessment report.

5. Departmental personnel, along with personnel from other agencies involved, will meet to critique the operation as soon as practical after the situation is concluded.

VI. PLANNING

In smaller events, the Incident Commander is responsible for planning, but when the incident is of larger scale, he/she establishes a Planning Section. Planning's function includes the collection, evaluation, dissemination, and use of information about the development of the incident and status of resources. Planning's responsibilities also include the creation of a documented Incident Action Plan (IAP), which defines the response activities and resource utilization for a specified time period.

A. A clear, concise IAP template is essential to guide the initial incident management decision process and the continuing collective planning activities of incident management teams. The planning process should provide the following:

    1. Current information that accurately describes the incident situation and resource status.

    2. Predictions of the probable course of events.

    3. Alternative strategies to attain critical incident objectives.

    4. An accurate, realistic, IAP for the next operational period.

B. The Incident Commander or Planning Section must gather, evaluate and disseminate information to provide an effective plan of action by determining:

    1. Nature and magnitude of the incident.

    2. Hazards, awareness, and safety concerns.

    3. Hazards facing response personnel and public safety.

    4. Evacuations and warnings.

    5. Injuries and casualties.

    6. Need to secure and isolate the area.

    7. Initial priorities and immediate resource requirements.

    8. Location of the Incident Command Post, primary Staging Area and alternate Staging Area.

    9. Entrance and exit routes for responders.

    10. The information will be coordinated and disseminated through the command structure and the PIO to the appropriate channels and media, to include social media, as needed.

C. Once the initial command responsibilities have been completed, the incident commander should begin obtaining progress reports from operating units and begin to evaluate efforts. The initial action plan should then be revised or refined as necessary.

D. An important part of the Planning Section is to provide a plan for the demobilization of the incident. The plan must include the safe, orderly, timely, and cost-effective release of equipment and personnel from involvement in the incident. Planning for demobilization should begin soon after mobilization and includes:

    1. Review the plan of action to ensure that incident objectives have been effectively performed.

    2. Assess the cleanup and after-math personnel needs.

    3. Meet with agency representatives to determine:

        a. Personnel rest and safety factors.

        b. Minimum personnel requirement.

        c. Timetables for the release of personnel.

d. Procedures for return of equipment.

4. Develop a demobilization plan.

5. Obtain demobilization authorization from the Incident Commander.

E. Participate in a Continuity of Operations Plan (COOP)/Continuity of Government Plan (COG). Training in COOP/COG will be included in other training every four years.

VII. LOGISTICS

A. Communications

1. During the response to, and at the scene of any disaster, effective communications are perhaps the single most important element to a successful resolution.

2. Personnel will keep the Communications Center and Department's Supervisors and Command Staff informed of any situation to which they respond, with frequent updates, if possible.

3. Members utilizing radio communications are cautioned against using radio ten codes during multi-jurisdictional events. In these incidents, "Plain Text" will be more effective.

4. Members utilizing radio communications must also be aware that in some instances the use of a mobile and/or portable radio is ill advised because of possible detonation.

   a. If explosives are involved in any disaster situation, officers should use telephone communications if available.

   b. If a police radio can be used, officers will ensure that they are a safe distance from the scene before a radio transmission is made.

5. An alternate radio channel or talk group will be established so communications pertaining to the disaster will not interfere with other radio traffic.

6. To ensure that communications are coordinated, a communications officer will be designated whose responsibilities include, and may not be limited to:

   a. Being centrally located and recognizable,

   b. Relaying radio messages to the communications center and other personnel, as necessary and appropriate,

   c. Tracking disaster activities on a map(s),

   d. Keeping a log or record of the:

      1.) Locations of participating officers.

      2.) Identities and car numbers of officers deployed.

      3.) Times that certain requests were made and by whom.

      4.) Time the situation was declared to be under control.

B. Transportation

1. All departmental vehicles will be available for transportation of personnel/equipment to the scene and for transportation of people away from the area, especially those in custody

2. Any special transportation needs will be requested from appropriate city departments or other emergency services.

3. In the event mass transportation is needed away from the area affected by the incident, a request will be made to utilize Greenville or Spartanburg County public school buses.

4. When vehicles that can provide mass transportation arrive at the scene, the Incident Commander will designate a location or "staging area" where these vehicles can park until they are needed.

C. Medical Support

1. The Incident Commander will ensure that emergency medical personnel and local hospitals are informed of and kept abreast of the situation and any possible medical emergencies.

2. Agency casualties need to be reported to the Command Post as quickly as possible. A high casualty rate may require the mobilization of additional manpower or implementation of mutual aid.

3. If required, medical teams should be placed in a staging area location that is safe and will also provide maximum support for medical and/or rescue functions.

   a. They should be staged to facilitate quick and direct access to medical facilities.

   b. Access should be provided for ambulances and other emergency vehicles.

4. Major incidents may require a triage area for multiple injury victims in a medical situation.

   a. A triage officer may be assigned to coordinate the efforts of multiple medical teams.

5. If required, a decontamination area will be provided for victims and personnel.

D. Supplies

1. Members responding to the designated staging area will be provided with, and/or advised of, the equipment they will need.

2. Any equipment required but not available within the Police Department will be requested from other departments of the City and/or other agencies.

3. Duties of the supply officer include:

   a. Arranging for food and beverages for incident personnel.

   b. Assist in determining the type and amount of supplies needed to support the incident.

      c. Ordering and distributing supplies.

      d. Arranging for nonexpendable equipment to be serviced.

      e. Maintains an inventory of supplies and equipment.

      f. Specialized team and equipment needs.

VIII. FINANCE/ADMINISTRATION

A. Recording Personnel Time

1. All Police Department personnel will document their time in accordance with standard procedures on their time sheet for a critical incident.

2. All overtime will be compensated in accordance with standard procedures, pay or compensatory, unless otherwise directed by the Chief.

B. Additional Resources

1. In the event of a general implementation of the Spartanburg or Greenville County Emergency Operations Plan, the Chief of Police will coordinate all efforts between the Police Department and the members of the Emergency Operation Center.

2. The Finance section will work with the Logistics section to ensure proper resources are procured.

3. Supervisors will ensure that any resources procured are documented and submitted with their proper reports no later than 48 hours after the end of the incident.

C. Recording Expenses

1. The Finance section will provide cost implications of objectives and ensure the IAP is within the financial limits established by the Incident Commander.

2. All manpower and equipment expenses will be tracked and a cost analysis completed.

3. The Finance section will oversee contract negotiations for equipment or supplies.

D. Injuries and Liability Issues

1. Casualty information on agency personnel and on any disorderly subjects should be reported as accurately and as quickly as possible.

2. Supervisors will complete injury and/or exposure reports for persons assigned to their division, as well as reports for any liability issues.

3. Preparing appropriate reimbursement documents, if applicable.

4. Reports shall be submitted to the Chief of Police as soon as possible, no later than 24 hours.

IX. AFTER ACTION REPORT

A. Following any unusual occurrence, whether of natural or man-made origin, there is the need to review tactics, develop intelligence for future incidents, screen actions for possible civil liability and generally document the incident for historical purposes. In order to ensure this is accomplished, each unit or position designated below will prepare a documented after-action report and forward it to the Patrol Commander.

- Incident Commander
- Tactical Commander
- Safety Officer
- Liaison Officer
- Public Information Officer
- Shift Supervisors *(if other than Incident Commander)*
- Others designated by the Director or his designee

After-action reports should list or include a copy of the following:

- Time sheets of personnel involved;
- Summary of the incident from the primary responding officer's point of view, including any witness statements;
- Officer's supplemental reports/statements, use of force reports, arrest/booking reports and case summaries.
- Citizen complaints and internal investigative reports;
- Problem areas, actions taken to solve problems;
- Damage reports to city equipment and a list of expended supplies;
- Damage to civilian property that resulted from agency action;
- Injuries sustained by agency and civilian personnel (however minor);
- Any significant or heroic action by agency or civilian personnel;
- Any limiting factors in agency response, mitigation or recovery;
- Any recommendations.

B. The Patrol Commander shall review all documentation and prepare the final after action report. A copy will be forwarded to the Chief of Police for review and retention.

X. High Risk Facilities

A. At the on-set of a large-scale civil disturbance or a natural/man-made disaster, the incident commander may dispatch personnel to secure key facilities with the City of Greer. The security of these facilities will assist in maintaining the continuity of operations. Such facilities may include, but are not limited, to:

   a. Greer City Hall
   b. Greer Municipal Court
   c. Greer Public Services
   d. Greer Fire Service facilities
   e. Greer Commission of Public Works
   f. Other key infrastructure sites as identified by the on-scene commander

B. The security of these facilities will be included in the full-scale or table-top exercises at least every four years.

XI. MASS ARRESTS

A. The following guidelines will be used for civil disturbances (riots, demonstrations, protests, etc.) Advance notification of these incidents will be planned by the Patrol Commander or his designee. Incidents occurring without prior notification will be dealt with by the on-duty Supervisor until members of the Command Staff are present. Necessary personnel will be called out and the Patrol Commander or LOD will be contacted for further instructions.

B. Mass arrests must be handled quickly and efficiently. Arrested persons will be removed from the point of the disturbance and brought to a point where booking will take place. The supervisor may establish an arrest team to handle prisoners. Arrest team duties will include: providing for security, transportation to the jail, release on summons, arrestee rights, etc.

C. Arrests will be made by using the minimum amount of force necessary to affect an arrest or control and to preserve peace and order.

D. Arrested persons will be transported to the Detention Facility or if not secure, to a temporary holding area designated by the Operational Support Commander. If arrestees need transportation to another facility for confinement, the Sergeant in OSD will coordinate transporting those persons.

E. At any time the Incident Commander feels the crowd is beyond the control of the department, the supervisor is authorized to order a retreat to officers and form a perimeter, isolating the crowd.

F. Requests for assistance, if needed, will be to agencies having concurrent jurisdiction (i.e. the Spartanburg or Greenville County Sheriff's Office, South Carolina Highway Patrol, and/or SLED)

G. Evidence collection will be done by the Criminal Investigation Division assisted by other designated Department personnel.

H. Public or private facilities against which a known threat exists or which the Police Department may deem in danger will be secured by Police Officers as needed.

I. Medical treatment will be coordinated with the Spartanburg and/or Greenville County Emergency Medical Service.

XII. HAZARDOUS MATERIAL/CBRN

Hazardous Material: Substance or material capable of posing an unreasonable risk to health, safety, and property.

Hazardous Material Incident: Involving one or more hazardous materials that may be leaking, spilled, burning or having a potential release thereof that may endanger life, property and/or the environment.

CBRN Incident: Chemical, biological, radiological and nuclear weapons have been deployed.

A. It is incumbent upon the responding officer to be able to correctly identify a potential hazardous materials incident and to respond appropriately in dealing with an incident of this nature. A cautious approach should be made in responding to and investigation of such incidents.

B. Upon arriving at the scene, observe the area prior to entering, and comply with the following precautions:

1. Never approach the container that is holding the chemical until you have talked to a driver or seen the shipping papers or placard that show you exactly what you are dealing with. If it is absolutely necessary to approach the incident or vehicle (i.e., to make a rescue), approach from upwind (wind at your back) and do so from the side, stay away from the ends of the tanks.

2. Should conditions be such that an officer's personal safety is jeopardized, he/she shall not enter the area but wait for the arrival of a properly equipped HazMat unit.

3. Keep out of low areas (ditches, culverts) where fumes naturally collect. Most vapors are heavier than air.

4. Look for placards and labels when approaching any transportation accident involving railroad cars and trucks of any size. Attempt to locate shipping papers to ascertain if hazardous materials are present.

5. Be sure no flares or flames are used in hazard area. This includes no smoking of any kind. Heat, sparks or flames may ignite vapors.

6. Do not walk into or touch spilled materials

C. Any evidence of leaking liquid or vapor should be sufficient to alarm an officer of potential danger and to seal off area until positive identification can be made. Stay at least 600 feet from the spill if possible

D. If it is suspected that hazardous materials may be spilled or leaking:

1. Request assistance from the Fire Department and establish perimeters to keep vehicle and pedestrian traffic out.

2. Isolate the immediate scene (at least 600 feet from spill), move people upwind, and establish a command post.

3. If the substance can be identified by placard or label refer to the Emergency Guidebook for guidance pertaining to potential danger and recommended evacuation distances.

E. Upon the arrival of the Fire Department and HazMat team, and confirmation of a hazardous material incident, they will assume authority and responsibility for initiation of emergency procedures. Police Department personnel will provide assistance as possible.

F. In the event of a general implementation of the Spartanburg or Greenville County Emergency Operations Plan, the Chief of Police will coordinate all efforts between the Police Department and the Emergency Operation Center.

G. When the possibility of an evacuation of all residents/inhabitants of part or the entire city exists, the following should be considered:

1. The size of area and number of people living in the area to be evacuated.

2. The use of mass transportation to move evacuees.

3. Housing of evacuated people, where possible, in local/county schools, city recreational center and churches.

4. The security of evacuated areas to prevent looting and premature return.

H. The area must remain isolated until the danger has passed and the hazardous material has been cleaned up.

I. All officers will check with the safety officer for decontamination prior to going off-duty.

J. Officers who have been issued personal protective equipment and have been trained in its use must keep it in their vehicles. Supervisors will inspect the equipment on a monthly basis.

K. Officers will receive initial hazardous materials awareness level training and yearly in-service training regarding the basic Hazmat awareness response covered in this policy.

XIII. RAPID DEPLOYMENT

DEFINITIONS

Active Shooter/Threats: One or more suspects who participate in a random or systematic shooting spree, demonstrating their intent to continuously inflict death or serious injury to others. Their objective appears to be murder or infliction of serious injury to others rather than criminal conduct such as robbery or hostage taking. Other active threats may include all weapons, not just firearms, capable of inflicting serious injury or death.

Contact Team: first group of officers that arrive on the scene.
Rescue Team: second group of officers that arrive for the purpose of rescuing victims or a fellow injured officer.

Team: a group of three or more officers immediately available to be a part of either the contact team or the rescue team. Not a pre-assigned group of officers.

The philosophy of this policy recognizes that the active shooter must be stopped before they can inflict injury upon innocent lives. This shall be the objective and responsibility of the initial responding officers and any officers responding thereafter, and they shall use all legal means to accomplish this objective. The prioritization of activities, in their order of importance is to capture or neutralize the active shooter, rapid casualty evacuation, and preserve the crime scene.

All certified officers regardless of rank or assignment, are expected to immediately take the following response measures should an in-progress shooting incident or armed intruder be reported at a school or any other locations with large gatherings of people. All officers, unless they are already involved in a life threatening or other emergency situation, or otherwise directed by a supervisor, will immediately respond to the area of the active shooter.

A. Communication

1. The Communications Center upon receipt of an active shooter call shall clear the radio frequency of all unnecessary traffic.

2. The Police frequency shall be the primary frequency for the coordination of all emergency procedures. Contact and Rescue Teams shall use the Police Department frequency. When incident command arrives on location, he/she will make the decision to change radio frequencies to keep unnecessary traffic off the same channel as the contact/rescue team(s).

3. Communications will advise all responding officers and/or assisting police departments to report to the scene at a location determined by the Incident Commander.

4. It is the responsibility of the Incident Commander to evaluate the situation involving an active shooter and make the determination as to whether public notification for awareness and safety should be initiated by the PIO. Notifications may be in the form of social media, press releases, or on-air interviews to advise shelter, detours, evacuation, and other pertinent information.

B. Contact Team

1. The first officer(s) that arrive on scene are responsible for isolating, distracting, and neutralizing the threat(s). Contact teams should be formed when multiple officers arrive simultaneously. The contact team typically ranges from 2-5 officers and affords the unit 540 degrees of security. A single officer on scene (i.e SRO, off duty officer) or initial responding lone officer is empowered to stop the threat independently if a stimulus requires immediate action. A stimulus can be defined as an on-going action or condition that incites or quickens a physiological or psychological activity or response. Stimulus examples include but are not limited to: an officer sees the active threat/shooter, gun shots (specific location), screams (specific location), or victims pointing toward a location.

2. Officers shall make entry at a location other than the main entrance, as this is the place where a suspect might logically set up barricades, explosives and/or an ambush.

3. The contact team(s) will be subject to 540 degree vulnerability and will not do a thorough clearing of the premise. They will continue past victims or harmless distractions. The location of the victims may be relayed to the rescue team and/or the Incident Commander.

4. Should it appear that the situation has become a hostage or barricaded subject incident, the contact or rescue team will isolate and contain the area, relay as much information as possible to the Incident Commander and await further instructions.
5. Should a team encounter a suspected explosive device, they must use their own judgement with reference to reporting it or bypassing it.

6. The second group of three or four officers arriving on the scene will either form another contact team or a rescue team.

7. Prior to entering the building, the contact team, if established, will determine a Team Leader and all other members of the contact team will assume team positions/assignment with their designated responsibilities.

C. Rescue Team

1. Rescue teams (RT) will locate and remove injured victims and direct uninjured victims that are not "locked down", out of the building.

2. Rescue team members should remember that uninjured victims may be in shock or paralyzed with fear and may not respond to regular verbal commands.

3. Rescue team members are to remain vigilant as the rapidly changing dynamics of an active shooter incident may put them in contact with the suspect and they will now act as a contact team, advising the Incident Commander and the other contact team(s) of the situation as soon as practical.

4. The law enforcement security element will not leave the RT if paired with fire/EMS during movement.

D. Duties and Responsibilities of other Responding Personnel

1. An initial responding officer on the scene that is not part of the contact or rescue team shall establish incident command. This officer can be relieved by competent authority if necessary.

2. The Incident Commander will obtain as much information as possible and deploy additional personnel to either enter the building or assume perimeter security around the threatened area.

E. Evacuation Procedures

1. It can be expected that a shooting incident will produce mass panic and that individuals will take all necessary steps to flee from the perpetrators. Others not in immediate danger may elect to remain locked in safe areas within the building until it is safe to leave.

2. In school settings, students, staff, faculty, and visitors will be directed to take cover within classrooms, offices and other safe areas that can be locked and secured, thus preventing outside entry.

3. No attempt should be made to evacuate individuals that are "locked down" until the situation is stabilized and it is declared safe to do so, unless such individuals become directly threatened by the perpetrator and their immediate evacuation becomes required.

4. As soon as it is safe to do so, the Incident Commander should form teams of available officers to search for and recover individuals in the building.

5. In a school setting, as soon as it is safe to do so, the Incident Commander will form teams of available officers to begin clearing all classrooms and safe areas within the school and make contact with those who are "locked down".

6. The first priority must be to locate and evacuate any individuals who are unable to leave under their own power.

7. As individuals are located, team members will provide assistance and an escort from the building for those individuals unable to leave under their own power. Team members may be required to reenter the building numerous times until all individuals have been evacuated.

8. Evacuated individuals must be directed to proceed as quickly and orderly as possible to designated safe locations where their identification can be established and where accountability of all persons can be maintained.

9. Those being removed should be told to depart from the building with their hands on top of their heads until it can be reasonably determined that they are not involved in perpetrating the incident.

F. Site Management

1. It is imperative that control of the area surrounding the incident location be achieved as quickly as possible. There will only be a short period of time to limit vehicle and pedestrian traffic before news of the incident becomes public and concerned parents, friends, and members of the media and others attempt to gain access to the threatened school or facility.

2. The Incident Commander will establish an inner perimeter and when manpower becomes available, an outer perimeter, to prevent entry by non-law enforcement personnel.

3. The Incident Commander based on the situation and location of the incident will determine the locations for the Command Post, police, fire and EMS staging areas, media assembly areas, and other points of contact.

4. All responding fire and EMS personnel will be directed to remain at the staging areas until the incident scene is declared safe for their entry.

G. Emergency Mobilization of Personnel

1. The Incident Commander shall notify the Communications Center of the need for additional personnel, to initiate a re-call of off duty officers in accordance with this Plan.

H. Review

1. The Operations Bureau will complete a documented annual review of policy and training needs relative to active shooter/threats.

XIV. HOMELAND SECURITY

Homeland Security procedures serve as an effort to prevent an incident from occurring, minimize the effect if an incident occurs, and reduce the potential for disruption of governmental services and functions.

A. Exchange of Information

It is imperative for the Police Department to establish procedures for the exchange of information of terrorist acts or events with other organizations, proper task forces and/or the public. To ensure the sharing of information the department will:

1. Discuss and/or share information as necessary at local and/or state jurisdictional meetings.

2. Post information on the department's web page and the City Channel as appropriate.

3. As needed or appropriate make formal press releases.

B. Reporting Procedures

Members developing intelligence or receiving information related to terrorism must report it to the FBI Joint Terrorism Task Force by the following procedures:

1. Document the information in an Incident Report.

2. Complete a Joint Terrorism Task Force form.

3. Provide the Chief and Captain with a copy of both documents.

4. The Captain will contact the department's liaison officer and forward the information.

C. Threat Level Plan

The department will utilize a threat level plan similar to the one developed by the South Carolina Homeland Security Task Force and the National Homeland Security Agency.

The five nationally established threat levels are categorized from a minimal threat to maximum: Green, Blue, Yellow, Orange and Red. The five color-coded threat levels are prioritized according to severity based on intelligence information and the potential impact that a threat may have on the community. By utilizing this system, we will ensure consistency of operations throughout the department. General departmental operations shall be conducted according to the threat level existing at that time.

Greer Police Department

Awareness Level Protocols

ALERT LEVEL	Definition/condition for activating	Staffing	Equipment	Information Dissemination	Operations
GREEN (Low)	➢ National threat level is at GREEN. ➢ Routine departmental operations ➢ No unusual threat exists	➢ Normal staffing levels and procedures	➢ Routine monthly inspections ➢ Normal review and upgrade process	NORMAL	NORMAL
BLUE (Guarded)	➢ National threat level is at BLUE ➢ Routine departmental operations	➢ Normal staffing levels	➢ Routine monthly equipment inspections	NORMAL	NORMAL
YELLOW (Elevated Threat)	➢ National threat level is elevated to YELLOW, or ➢ Potential threats to life that could impact the City are	➢ Normal staffing levels	➢ Regular monthly inspections	➢ Additional briefings or training as needed	➢ Normal call response protocols ➢ Regular checks of

	identified (No specific intelligence of imminent threat)		➢ Review equipment distribution as indicated	➢ Intelligence updates as required	key sites as indicated
ORANGE (High Threat)	➢ National threat level is elevated to ORANGE, or ➢ Specific intelligence exists concerning a possible threat to life in the City.	➢ Mandatory call-back test ➢ Some units may be placed on stand-by ➢ ERT activated if needed ➢ Staffing assignments reviewed for possible adjustment	➢ Department wide equipment inspections ➢ All personnel have uniforms ready	➢ Special briefings or training as necessary ➢ Supervisor review of All Hazard Plan ➢ Daily updates to Command Staff ➢ Enhanced liaison with outside agencies / task forces	➢ Normal response to most calls ➢ Expedited response to calls so indicated ➢ Possible surveillance of key sites
RED (Severe Threat)	➢ National threat level is at RED, or ➢ A life threatening emergency affecting the City is deemed probable or imminent, or ➢ A regional emergency requires a commitment of significant	➢ All essential personnel will be placed on READY ALERT status ➢ Non-critical leave cancelled ➢ Possible schedule adjustments	➢ All personnel in uniform unless exempted ➢ Administrative personnel may have extended hours ➢ Department wide equipment inspections ➢ Some tactical supplies brought under	➢ Daily updates to all personnel as needed ➢ Liaison contacts County Emergency Services ➢ Updates to command staff by officer	➢ If command post is established in the City, a supervisor will be staffed there ➢ Curtail response to non-emergency calls ➢ Non-critical investigation and

	department resources for mutual aid	➢ Call-back procedures are modified ➢ Deployment of ERT as needed	control of Patrol Commander	assigned to task force ➢ Press releases issued as needed or appropriate	operations reduced ➢ Limit public access services ➢ Key sites under surveillance or secured