

	STANDARD OPERATING PROCEDURE State Form 39870 (R/S-06)	Reference Number INV-009
	Subject Threats of Violence Against Public Officials and Their Families	
	Special Instructions Replaces INV-001 dated April 4, 2024	Effective Date October 24, 2025

I. PURPOSE

Establish guidelines for investigating threats of violence against public officials and their families.

II. POLICY

The Department shall investigate all threats of violence against any local, state or federal official, or their families and shall advise any other appropriate agency, having jurisdiction, that such a threat or incident has occurred.

III. PROCEDURE

A. Any officer who receives information concerning a threat of violence against any local, state or federal official, or their families shall immediately report all information available to the Investigations Bureau Commander, through the electronic reporting system.

B. Upon notification, district commanders in concert with zone and district investigative commanders, shall take any precautionary measures deemed necessary if the situation is of an emergency nature.

C. The Investigations Bureau Commander shall:

1. Cause a detailed investigation to begin immediately into the background and all other pertinent information that can be developed about the suspect(s).
2. Report all incidents to the agency having jurisdiction; example: the Secret Service in cases of threats or violence against the President of the United States or the governor's security detail in cases of threats or violence against the Governor.
3. Be kept informed of the progress of the investigation as information develops.
4. Cause a comprehensive file to be maintained at general headquarters on all incidents in addition to the regular case reports.

D. Response to threats or acts of violence directed at a public official(s) while at the Indiana Government Complex:

1. Capitol Police Section (CPS) officers shall immediately respond to the area and immediately notify the CPS, Special Operations, and the Investigations Bureau Commander along with the Deputy Superintendent of the Investigations Bureau of the situation.
 2. If the threats or acts of violence are in progress and additional uniform assistance is needed the CPS Commander shall immediately notify:
 - a. The Deputy Superintendent of the Enforcement Bureau; and
 - b. The Special Operations Commander.
 3. The CPS Commander shall also notify the Executive Staff, through the chain-of command, and the Operations Center of the situation.
 4. The Deputy Superintendent of the Enforcement Bureau, or a designee, shall serve as the incident commander at any active scene.
 5. All police personnel at general headquarters (GHQ), whose assistance is requested, shall report to the location with their weapon and ISP identification and will be utilized to assist, as needed.
 6. The incident commander shall direct Operations when to activate specialty team support.
- E. This procedure is to be used in conjunction with all relevant Department regulations, rules, policies, and procedures.