

	STANDARD OPERATING PROCEDURE <small>State Form 39870 (R/S-06)</small>	Reference Number SOC-002
	Subject Special Operations Command SWAT– Utilization, Selection, and Training	
	Special Instructions Replaces SOC-002 dated February 20, 2012	Effective Date January 15, 2015

I. PURPOSE

Establish guidelines for the utilization, selection, and training of ISP police employees as Special Operations Command (SOC) SWAT personnel.

II. POLICY

SWAT shall provide the Department with the capability of resolving high risk incidents in a coordinated team effort by utilizing specialized training and equipment, above what is available to other enforcement units.

III. SWAT COMMAND STRUCTURE

The SWAT Command structure shall consist of;

1. One (1) lieutenant who shall have the command authority to administer the SWAT program;
2. One (1) first sergeant; and
3. A minimum of three (3) squad sergeants. With one sergeant assigned to each the North-Central-South teams.

IV. SWAT RESPONSES

A. SWAT shall respond, when requested, to:

1. Active shooter situations;
2. Hostage situations; and
3. When a Hostage/Crisis Negotiation Team (HCN) is activated. The appropriate SWAT squad leader or designee and one (1) sniper/observer team will be activated to gather intelligence, reconnaissance of the scene, and preparation for staging and operational locations for possible deployment of a full squad. The decision to activate additional squad members will remain with SWAT command.

B. SWAT, with the approval of SWAT command, may also respond to:

1. Barricaded persons;

2. Felons;
3. Mental subjects;
4. Specialized VIP protection;
5. Prison disturbances;
6. High-risk warrant services based on the [SWAT warrant matrix](#);
7. Special surveillance activities;
8. Rescue missions; and
9. Other operational activities designated by the appropriate command personnel.

V. ACTIVATION OF SWAT PERSONNEL

A. Requests for SWAT activation may be made by:

1. Any on-scene personnel;
2. District or regional duty officer;
3. Any command personnel having been briefed on the situation; or
4. As part of a preplanning for an applicable upcoming detail.

B. Contact and approval of SWAT activation:

1. Any member of SWAT command may be contacted upon the request for SWAT activation; however, the appropriate SWAT squad leader shall be notified upon request or approval for SWAT activation;
2. All activations require the approval of the SWAT Commander or designee;
3. As warranted, the applicable area and district commanders (or designees) shall respond to the scene and the area commander serve as the incident commander; and
4. SWAT command shall ensure the following notifications are made via telephone and/or Department email:

Chief of Staff,

- a. AC/S Operations,
- b. Zone Majors,
- c. SOC Commander and SWAT Command,
- d. CID Commander,
- e. Area Commanders,
- f. District Commanders,
- g. EOD Command,
- h. HCN Command,
- i. Aviation, and
- j. Strategic Planning.

6. Other personnel may be notified by telephone and/or cc'd by email as necessary.

C. Once notified, the SWAT squad leader will coordinate the activation of the squad.

D. SWAT command shall ensure appropriate notification of a stand-by team.

E. The affected district shall notify a detective to respond to the scene to act as the case officer in hostage and barricade situations or as otherwise requested or directed.

F. During a tactical operation (Class A warrant or Hostage-Barricade situation) the appropriate area commander shall:

1. Be in charge of the situation and designated as the incident commander and shall direct the duties and activities of all assigned personnel;

2. Retain the authority to suspend the activities of the tactical team, including an assault at any time. When SWAT is utilized to resolve a situation, SWAT Command at the scene, shall be in charge of the squad members and their assigned duties.

G. The SWAT squad leader shall ensure the operational report is forwarded to the SWAT Commander within 10 days of the detail.

V. TEAM ASSIGNMENTS

The SOC Commander shall determine the number of SWAT squads, the number of squad members per team, and the geographical breakdown of squad assignments. All SWAT assignment information shall be published in the SWAT Operational/Training Manual.

VI. SELECTION PROCESS (Vacancies)

When a SWAT vacancy exists, the SWAT Commander shall, with approval of the SOC Commander, notify all ISP sworn personnel and commanders shall advertise the vacancy a minimum of five (5) days prior to the closing date. Interested personnel shall submit a Specialty Team Member Application, through channels to the SWAT Commander.

A. All applicants must:

1. Meet the minimum standards as defined in SOC-004;

2. Have a minimum firearms qualification of "Expert," as defined by the Department Firearms Program;

3. Complete two Firearms Courses determined by SWAT Command;

- a. A Non Stress course; and

- b. A Stress course with physical training (PT) incorporated between the courses of fire.

4. Complete the SWAT physical abilities test, as determined by SWAT Command. This test shall be administered by SWAT Command with the assistance of the Health Management Specialist (Training Section);

5. Possess a passing Department promotional test score; and

6. Complete a Department Promotional Interview.

B. Upon completion of the firearms, physical abilities, and skills process, SWAT Command shall compile the scores and make a recommendation to the SOC Commander.

C. SOC Commander shall forward the scores and recommendations to the Superintendent for consideration/selection results.

D. Upon selection, the SWAT Commander shall assign the SWAT trainee to the respective squad leader for training.

VII. TRAINING

A. Department SWAT personnel shall be properly trained and utilized in accordance with all Department standard operating procedures and the standards set forth in the Department's SWAT Operational/Training Manual.

B. This procedure is to be used in conjunction with all relevant Department regulations, rules, policies, and procedures.