



Lincoln Police Department

Standard Operating Procedures

Integrity, Competency, Fairness



Subject:	Command Staff Notification	Policy #	A-48
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	<i>Rescinds All Previous Policies Related to This Current Policy</i>		
Issuing Authority:	Chief of Police Lee Miller		

I. POLICY

It is the policy of this Department that continuity of information is maintained, and the Chief of Police is informed of incidents or situations that may have an impact on Police operations. It is incumbent on the supervisor to make the appropriate notification to the Chief of Police.

II. PURPOSE

To establish incident criteria and notification procedures for proper administrative notification.

III. PROCEDURES AND CRITERIA

A. The following incidents require immediate notification to the Chief of Police:

1. Any actual or suspected homicide occurring in the town.
2. Any crime of violence where a weapon was used or the victim, suspect, or witness is taken to the hospital for injuries received because of the crime.
3. Vehicular pursuits in the town, or so near to it as to provoke inquiries.
4. Significant incidents occurring on/at town-owned properties, such as large fights, suicides, serious sex offenses, etc.
5. Traffic collisions involving town police vehicles resulting in injury to the officer or other involved party.
6. Fatal traffic accidents.
7. Searches for critical missing persons in which the person is not found within an hour, or those of such dimension that may require town officers to respond out of the town limits.
8. Any discharge of an officer's firearm, except to relieve an animal from further suffering.
9. Any serious allegations made about any Department employee (i.e., civil rights violation, criminal act, the allegation of corruption, Department employee arrested, etc.).
10. Hostage/barricade situation in the town.
11. Armed or Strong-Armed robbery in the town.
12. All crimes where the incident may result in heightened community interest.
13. Any life-threatening injury to an employee, on or off duty.
14. Any hazardous materials incident.
15. Use of Force resulting in death or hospitalization.
16. Requests for mutual aid which will place the officer out of town for an extended amount of time.

17. Any natural or manufactured disaster or catastrophe.
 18. Any other incident not previously listed, that in the highest-ranking officer's judgement, should be reported at once.
- B. The following incidents do not require immediate notification to the Chief of Police, but notification will be made by the following morning. Notifications can be made in person, by phone, or via email.
1. Any incident not requiring immediate notification, but that is of such nature as to warrant public or media interest.