
	PARADISE VALLEY POLICE GENERAL ORDER Incident Command	Order Number
		41.5 Date 11-14-19

41.5 Incident Command

41.5.1 Initial *Officers* On-Scene

- A. The first *officers* arriving on the scene of a crime or other police incident are responsible for:
1. Identification, security and protection of the scene,
 2. Prevention of further injury or loss of life, to include the application of first-aid/CPR as appropriate,
 3. Apprehension of suspects,
 4. Completion of a thorough investigation,
 5. Locating and interviewing complainants and witnesses,
 6. Collection of *evidence*,
 7. Completion of all required *reports*, and
 8. Notification of agencies and others, as appropriate to the situation. This notification may include police supervisors, emergency medical or fire services, the medical examiner, other police agencies or other Town departments, public utilities personnel and the public information officer.
- B. If no designation is made by Communications, the beat *officer* on the scene *shall* assume responsibility as the case *officer*. The case *officer* is responsible for documenting:
1. The circumstances and details of the incident,
 2. The *probable cause* for *arrest*, if applicable,
 3. The names and badge numbers of other *employees* involved, and a brief synopsis of their involvement,
 4. Any statements or admissions by the defendant, and

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5. A witness list and synopsis of each witness's involvement.

41.5.2 Incident Command System

- A. The *incident commander* is the *officer* managing the scene of a police incident and is responsible for coordinating the activities of others who respond to assist. A *supervisor* will usually assume incident command unless inappropriate, in which case the *supervisor* may simply assist and provide guidance to the *incident commander*. All *officers* present at the scene have the responsibility to ensure that proper police action is being taken; if not, a *supervisor* shall be notified.
- B. Incident command *may* be transferred to another *officer* who agrees to take it if there is not a *supervisor* or *commander* to assume command. When a transfer occurs, a full briefing *shall* take place and Communications *shall* be notified of the change.
- C. *Supervisors* and *commanders* arriving on-scene *shall*:
1. Contact the *incident commander* for a briefing,
 2. Assess the nature of the situation and the police response,
 3. Assume or decline incident command,
 4. If not assuming incident command, advise the *incident commander* of that fact,
 5. Make suggestions and act as a resource,
 6. Advise the *incident commander* if leaving the scene.
 7. Ensure that all necessary notifications to the chain of command and other entities have been or are made. This may include notification of the Chief, who may then notify elected officials, as required.
- D. Depending on the circumstances at the time, transfer of incident command could be to an *officer* of higher rank, lower rank, or of the same rank.