



TIVERTON POLICE DEPARTMENT

GENERAL ORDERS

Subject: Unusual Occurrence Response Plan		General Order Number: 810.10
Section: 400 – Special Operations		Subsection: 10 – General
Amends/Supersedes:		
Effective Date: 06/22/2020	Revised Date: 06/22/2020	Review Date: As Needed
Per Order Of: Patrick W. Jones, Chief of Police		
RIPAC: 1.16, 10.9		
Distribution: Sworn Department Members		

NOTE: This written directive is for the internal governance of the Tiverton Police Department, and is not intended and should not be interpreted to establish a higher standard of care in any civil or criminal action than would otherwise be applicable under existing law.

I. PURPOSE

To establish guidelines for Department members regarding rapid and well-coordinated responses to unusual occurrences.

II. POLICY

Unusual occurrences are extraordinary emergency situations which generally result from natural or man-made disasters or civil disturbances. The Tiverton Police Department realizes the necessity to control such occurrences through the prudent use of available resources. During all unusual occurrences, the Department's objective is to quickly contain the situation, effectively render emergency services, protect lives and property, reduce injuries, deaths, and property damage and restore the peace.

III. DEFINITIONS

- A. CIVIL DISTURBANCE – Any activity which is dangerous or harmful to the public's peace, decorum, sense of morality, or welfare by reason of misconduct or vicious actions.
- B. COMMAND STAFF MANAGEMENT TEAM (CSMT) – A group of Commissioned Officers assembled to provide for the management of the Department's response to unusual occurrences. This group shall include the Police Chief, Uniform Commander, Detective Commander, Patrol Shift Commanders and the Staff Lieutenant.
- C. CRITICAL INCIDENT COMMANDER – The principal advisor to the Police Chief, responsible for managing the Department's operational activities during unusual occurrences. The Critical Incident Commander for the Tiverton Police Department is the Uniform Division Commander (Captain).
- D. MARTIAL LAW – In case of war, invasion, rebellion, insurrection, riot, tumult, public calamity or catastrophe, or other emergency, or imminent danger thereof,

or resistance to the laws of Rhode Island or the United States, the governor may, if in his or her judgment the maintenance of law and order and the protection of person and property will thereby be promoted, declare the state or any part thereof to be under martial law.

- E. **NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)** – NIMS is a comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines. It is intended to:
 - 1. Be applicable across a full spectrum of potential incidents, hazards, and impacts, regardless of size, location or complexity.
 - 2. Improve coordination and cooperation between public and private entities in a variety of incident management activities.
 - 3. Provide a common standard for overall incident management.
- F. **STAGING AREA** – A location within a close proximity of, yet unaffected by, an unusual occurrence where resources and personnel are temporarily kept or positioned until needed to mitigate the unusual occurrence.
- G. **STATE OF EMERGENCY** – Official declaration by the Rhode Island Governor or Tiverton Town Council President that an unexpected and/or sudden situation of an emergency nature exists and extraordinary measures need to be taken.
- H. **UNUSUAL OCCURRENCES** – Situations, generally of an emergency nature, that result from natural or man-made disasters or civil disturbances. Disasters include floods, hurricanes, blizzards, earthquakes, explosions, tornadoes, etc. Civil disturbances include riots, disorders, and acts of violence arising from prison uprisings, dissident gatherings and marches, rock concerts, political conventions, and labor disputes.

IV. NON-EMERGENCY AND EMERGENCY PLANS

- A. During unusual occurrences when no state of emergency has been declared, Department members shall adhere to the applicable provisions of the Department's Unusual Occurrence Response Plan.
- B. During unusual occurrences when a state of emergency has been declared, Department members shall adhere to the applicable provisions of the Rhode Island Emergency Management Agency Emergency Operations Plan or Tiverton Emergency Management Agency Response Plan(s), as well as the applicable provisions of the Department's Unusual Occurrence Response Plan.

V. EMERGENCY MOBILIZATION PROCEDURES

- A. The Police Chief shall activate and implement the applicable provisions of the Department's Unusual Occurrence Response Plan whenever a situation arises that demands such a response or upon declaration of a state of emergency by the Rhode Island Governor or Tiverton Town Council President.
- B. Upon the declaration of a state of emergency, the Police Chief shall:
 - 1. Have the authority to commit any Department resource, in any amount deemed necessary, to mitigate unusual occurrences and minimize any disruption to the public's safety;
 - 2. Implement the applicable provisions of the Rhode Island Emergency Management Agency Emergency Operations Plan or Tiverton Emergency Management Agency Emergency Response Plan(s).

3. Coordinate the planning functions for responses to unusual occurrences.

VI. ALERT STAGES

- A. The Police Chief, or his designee, shall determine and/or modify alert stages throughout the unusual occurrence.
 1. Stage 1 Alert – All on-duty, sworn officers are notified of the possible need for deployment to an unusual occurrence. Officers shall suspend all self-initiated activity and begin preparations of equipment and vehicles for utilization. Officers may be required to remain on-duty beyond normal working hours.
 2. Stage 2 Alert – All on-duty, sworn officers shall respond to a designated assembly area for instructions, unless ordered otherwise. Command Staff Management Team (CSMT) members shall be assembled at a designated Incident Command Post for assignments. Off-duty, sworn officers or special task force members may be ordered back for duty and advised to report to a designated assembly area equipped and dressed in the uniform of the day. Off-duty, sworn officers or special task force members may be placed on stand-by for possible order back.
 3. Stage 3 Alert – All on-duty, sworn officers not already at the scene of the unusual occurrence shall be deployed to the scene, unless ordered otherwise. Off-duty, sworn officers or special task force members shall be ordered back and advised to report to a designated assembly area equipped and dressed in the uniform of the day, unless ordered otherwise. Off-duty, sworn officers shall be placed on stand-by for possible order back.
- B. Exceptions to order back/stand-by status include:
 1. Officers suspended with or without pay;
 2. Officers on administrative leave or injured on-duty status, or;
 3. Officers on any type of contractually agreed upon leave when the officer is unavailable.

VII. EMERGENCY CALL-BACK PROCEDURES

- A. The Patrol Shift Supervisor shall:
 1. Ensure that immediate notification of an unusual occurrence is made to the Uniform Division Commander (Captain), Detective Division Commander (Detective Lieutenant), and Police Chief.
 2. Direct the Department's response to the unusual occurrence until relieved by a higher-ranking officer.
- B. Upon being notified of an unusual occurrence, the Police Chief, or designee, shall determine the number of officers, if any, to be ordered back to duty and/or placed on stand-by.
- C. The Uniform Division Commander and/or Patrol Shift Supervisor shall call back members of the Patrol Division and ensure that their duty status throughout the unusual occurrence is monitored and documented by Communications Center personnel.
- D. The Detective Division Commander shall call back members of the Detective Division, and ensure that their duty status throughout the unusual occurrence is monitored and documented by Front Communications Center personnel.

VIII. COMMAND STAFF MANAGEMENT TEAM RESPONSIBILITIES

- A. Police Chief – The Police Chief has the overall responsibility of ensuring a rapid and well-coordinated response to all unusual occurrences.
- B. Critical Incident Commander – The Uniform Division Commander (Captain) serves as the Critical Incident Commander for the Tiverton Police Department. In the absence of the Uniform Division Commander, the Chief of Police shall appoint a member of the Command Staff as the acting Critical Incident Commander. The Critical Incident Commander shall be responsible for the following:
 - 1. Act as the principal advisor to the Police Chief and manage the Department's operational activities;
 - 2. Assemble the CSMT;
 - 3. Assign Department members, including members of the CSMT to perform the following functions, as needed:
 - a. Staging Officer (coordinate personnel and equipment until assigned to the unusual occurrence);
 - b. Resource Officer (coordinate the acquisition of available resources, i.e.: cellular phones, generators, portable toilets, etc);
 - c. Finance Officer (document the financial costs of the unusual occurrence, to include logging hours of overtime worked);
 - d. Safety Officer (ensure personnel are properly equipped and provided with appropriate rest, medical treatment, and counseling, if needed);
 - e. Liaison Officer (provide updated communications with assisting federal, state, regional, and local agencies);
 - f. Perimeter Control Officer (ensure only authorized personnel are allowed into the immediate area of the unusual occurrence);
 - g. Evacuation Officer (coordinate the orderly evacuation of persons in the immediate area of the unusual occurrence, as well as coordinate security checks of evacuated public facilities and residences);
 - h. Any other function deemed necessary by the Critical Incident Commander, or Assistant.
 - 4. Designate an Incident Command Post location.
 - 5. Ensure the security of Department and other public facilities, vehicles and equipment.
 - 6. Ensure that Department equipment designated for use in unusual occurrences is inspected at least quarterly for operational readiness.
 - 7. Ensure that the Department's Unusual Occurrence Response Plan, Rhode Island Emergency Management Agency Operations Plan, and Tiverton Emergency Management Agency Response Plans are maintained at the Front Communications Center.
 - 8. Prepare after-action reports for all unusual occurrences.
 - 9. Conduct an annual review of the Department's Unusual Occurrence Response Plan, Rhode Island Emergency Management Agency Operations Plan, and Tiverton Emergency Management Agency Response Plans.
- C. CSMT – Remaining members of the CSMT shall perform and be accountable for all assignments delegated by the Critical Incident Commander.

IX. COMMUNICATION AND AUTHORITY OF SUPPORT PERSONNEL

- A. In the event that an unusual occurrence requires immediate police presence and the Patrol Shift OIC determines that additional law enforcement assistance is needed, he/she shall request emergency police assistance from surrounding law enforcement agencies.
- B. Officers from outside law enforcement agencies shall be relieved by officers of the Tiverton Police Department, pursuant to Section V of this General Order.
- C. Communications have been established with the appropriate representatives of the following law enforcement agencies:

Department	Telephone
Portsmouth Police Department	401-683-0300
Little Compton Police Department	401-635-2313
Fall River Police Department	508-676-8511
Westport Police Department	508-636-1122
Rhode Island State Police	401-444-1000

- D. Officers responding from outside law enforcement agencies shall have the same authority as members of the Tiverton Police Department, as outlined in Section 45-42-1 of the Rhode Island General Laws entitled, "Emergency Police Power," which states that when the police chief of a city or town within the state or his or her designee requests emergency police assistance from another police department within the state, the officers responding to the request shall be subject to the authority of the requesting chief and have the same authority, powers, duties, privileges, and immunities as duly appointed police officers of the city or town making the request, until the requesting police chief discharges and releases the assisting police officers to their own departments.
- E. Unless dispatched to a specific location, outside law enforcement agency personnel shall respond to a designated staging area.
- F. The Department's Staging Officer shall maintain an updated roster of assisting outside law enforcement personnel.
- G. Every effort shall be made to ensure that outside law enforcement agency personnel are provided with maps of the area affected by the unusual occurrence.

X. TRAFFIC CONTROL

- A. All roadways within the area affected by unusual occurrences shall be closed, allowing only the entry of authorized personnel.
- B. Non-emergency traffic shall be re-routed around affected areas in the most expeditious and safest manner possible.
- C. Detour signs or other traffic control devices needed to aid in the orderly flow of traffic shall be obtained through the Tiverton Department of Public Works (233-1034) for town roadways and Rhode Island Department of Transportation (222-2378) for state roadways.

XI. ASSEMBLY AREAS

- A. There shall be two assembly areas:

1. Primary Assembly Area – The Uniform Division at the Tiverton Police Department shall serve as the primary assembly area for Department members during unusual occurrences.
 2. Alternate Assembly Area – The Tiverton Fire Department Command Center, located at Station 2, 85 Main Rd., Tiverton RI.
- B. Every effort shall be made to ensure that Department members are provided with maps of areas affected by unusual occurrences, prior to their being transported from assembly areas to unusual occurrence scenes or designated staging area(s).
- C. Department members shall use Department vehicles to transport officers from assembly areas to unusual occurrence scenes or designated staging area(s).

XII. DISPERSEMENT AND INSPECTION OF DEPARTMENT EQUIPMENT

- A. Officers ordered back for duty shall respond to the police station without delay for uniforms and equipment, and then respond to designated assembly areas for instructions.
1. The Department's Armorer, Senior Range Officer or Assistants shall distribute riot gear, if needed.
- B. Department equipment designated for use in unusual occurrences shall be inspected at least quarterly for operational readiness, as follows:
1. The Uniform Division Commander or designee shall inspect wooden barricades, hand-held voice amplifier, and any other equipment designated for use in unusual occurrences not mentioned in this General Order.
 2. The Detective Division Commander or designee shall inspect video and still photo equipment, as well as equipment which may be used for processing prisoners at temporary detention facilities.
 3. The Department's Armorer or Senior Range Officer shall inspect riot helmets and any other authorized riot gear.
- C. The aforementioned Department members shall submit inspection reports to the Uniform Division Commander who shall arrange for the repair or replacement of any necessary equipment.

XIII. MEDIA RELATIONS

- A. Media briefings and press releases shall be the responsibility of the Department's Public Information Officer, or Assistant.
- B. Media briefings and press releases shall include information regarding casualties, if any, and rumor control.
- C. Media briefings shall be conducted at locations that do not interfere with the Incident Command Post.
- D. The release of information shall be consistent with the provisions of the Department's *Access to Public Records General Order (400.02)* and *Media Relations General Order (400.01)*.

XIV. RIGHTS OF PICKETERS AND PERSONS CROSSING PICKET LINES

- A. Officers shall protect the rights of persons engaging in lawful and peaceful picketing, as well as the rights of non-striking employees, customers, and members of the public entering or leaving the site of a strike.
- B. Officers shall balance what may appear to be conflicting rights or interests, and provide a buffer to ensure that all parties can peacefully exercise their rights

without being exposed to physical danger, property damage, or breaches of the public peace.

- C. Officers shall allow picketers to march on public sidewalks and streets, so long as their activities do not prevent the use of those public ways by others.
- D. Officers shall allow picketers to verbally, or by sign, attempt to persuade others to their point of view, provided such persuasion is not accompanied by injury or threat of injury.
- E. Consistent with Section 11-45-1 of the Rhode Island General Laws entitled, "Disorderly Conduct," officers are authorized to arrest picketers who block sidewalks, streets, or driveways when others are prevented from passage.
- F. Prior to making arrests for such an offense, officers should:
 - 1. Determine if the picketing blocks the sidewalk, street, or driveway;
 - 2. Verbally, or by clear physical direction, indicate to the picketers that they must desist in their activity, and;
 - 3. Permit a reasonable time for compliance.

XV. DE-ESCALATION AND POST-OCCURRENCE PROCEDURES

- A. When the public peace has been restored, the Critical Incident Commander shall implement de-escalation procedures, to include:
 - 1. Demobilizing outside law enforcement agency personnel and equipment;
 - 2. Demobilizing Department personnel;
 - 3. Re-opening roadways;
 - 4. Inventorying and securing Department equipment, and;
 - 5. Providing services needed to restore the affected area to normalcy.
- B. Demobilized Department personnel shall report to a designated assembly area to be debriefed by the Critical Incident Commander, or Assistant.
- C. Prior to returning to regular duty schedules, all Department personnel previously assigned to unusual occurrences shall be afforded a reasonable transition period that provides for sufficient rest, medical treatment, and counseling, if needed.

XVII. PROVISIONS

- A. The Department recognizes the importance of the unified command of outside law enforcement agency personnel assisting in unusual occurrences. Every effort shall be made to ensure that the unit integrity of personnel from these assisting agencies is maintained when issuing assignments during unusual occurrences.
- B. Legal considerations regarding unusual occurrences may be relayed to the Rhode Island Department of Attorney General or Tiverton Town Solicitor.
- C. The Police Chief, or his/her designee, may make a request to the Rhode Island Governor for emergency assistance from the Rhode Island Army National Guard and/or Rhode Island Air National Guard.
- D. The Department shall cooperate with any emergency plans or directives issued by the Rhode Island Governor upon declaration of martial law.
- E. The procedures outlined in this General Order shall not preclude the proper use of the Department's chain of command during unusual occurrences.