

## **Major Incident Notification**

### **302.1 MAJOR INCIDENT PURPOSE AND SCOPE**

The purpose of this policy is to provide guidance to members of this department in determining when, how, and to whom notification of major incidents should be made.

### **302.2 MAJOR INCIDENT POLICY**

The Unified Police Department recognizes that certain incidents should be brought to the attention of supervisors or other specified personnel of this department to facilitate the coordination of activities and ensure that inquiries from the media and the public may be properly addressed.

### **302.3 MAJOR INCIDENT MINIMUM CRITERIA FOR NOTIFICATION**

Most situations where the media show a strong interest are also of interest to the Chief and the affected Commander(s). The following list of incident types is provided as a guide for notification and is not intended to be all-inclusive:

- Homicides
- Traffic accidents with fatalities
- Officer-involved shooting on- or off-duty (See the Officer-Involved Shootings and Deaths Policy for special notifications)
- Significant injury or death to employee on- or off-duty
- Death of a UPD Board Member or political affiliate
- Arrest of department member
- Aircraft crash with major damage and/or injury or death
- In-custody deaths
- Missing or abducted child
- Missing or endangered person

### **302.4 SHIFT SERGEANT RESPONSIBILITY MAJOR INCIDENT**

The initial field supervisor has the responsibility to see that chain of command notifications are started by contacting their immediate supervisor. The notified supervisor should continue notifications up the chain of command to include the Watch Commander, Commander, PIO, and the Chief. Notifications should be made as soon as possible. Notification should be made by calling the department issued mobile phone number and then the personal phone number if contact has not been made.

Unified Police Department of Greater Salt Lake  
Law Enforcement Policy Manual

*Use of Force*

---

302.4.1 DETECTIVE NOTIFICATION

If the incident requires that a detective respond from home, the immediate supervisor of the appropriate unit shall be contacted who will then contact the appropriate detective.

302.4.2 C.A.R. UNIT NOTIFICATION

In the event of a traffic fatality or major injury, the C.A.R. Unit supervisor shall be notified who will then contact the appropriate accident investigator.

302.4.3 PUBLIC INFORMATION OFFICER (PIO)

The Public Information Officer shall be called after the affected Commander(s) have been notified.