

Waltham Police Department

CHAPTER 46

HOMELAND SECURITY

General Order #: GO-01 03/13/2016

Effective Date: 01/2009, 05/2014, 12/2015, 03/2016, 06/2024

Accreditation Standard #'s: 12.1.2, 46.1.2, 46.3.1-46.3.3

POLICY:

The Waltham Police Department shall maintain a liaison with other organizations for the exchange of information related to terrorism. This liaison may be in the form of direct contact with specific departments and/or through such organizations as Homeland Security, United States Homeland Security, LEIN and the Fusion Center. The Department shall also follow set procedures for reporting and relaying terrorist information and intelligence, as well as make the public aware of information and encourage reporting.

The Terrorism Liaison Officer or designee shall be responsible for the dissemination of terrorist related information within the department and shall approve the re-dissemination of terrorist related information to other organizations.

PROCEDURES:

1. SHARING INTELLIGENCE: [46.3.1], [46.3.2]

This department's Liaison Officer (TLO), sends frequent police bulletins department wide. Within these bulletins is information on Homeland Security/Terrorism with the most up to date information from the government and other local, state, and federal law enforcement agencies.

When appropriate, the TLO reports intelligence relating to incidents that have or may have a nexus to terrorism through regular meetings with the N.E.M.L.E.C. Detectives Group, comprising of over 50 local law enforcement agencies and with Commonwealth Fusion Center, comprised of local, state and federal law enforcement agencies, of which this department's Terrorism Liaison Officer is the designated intelligence liaison officer as well as regular law enforcement sensitive crime bulletins disseminated via e-mail and posted on the MACrimeNet List-Serve.
[46.3.2]

2. **INCIDENT RESPONSE IN A TERRORISM RELATED MATTER: [12.1.2], [46.1.2], [46.3.2]**

In the event of a critical incident (including a possible terrorist incident), this department follows the guidelines defined in the **Emergency Special Operations Manual as well as other applicable policies and procedures defined in the Waltham Police Manual** and additionally contacts the following state and federal agencies listed below:

Terrorism and precursory crime-related incidents and intelligence should be forwarded to the Fusion Center by this department's TLO officer or by the officer themselves. A report shall be forwarded to the TLO officer. **[46.3.2]**

MA State Police Fusion Center

Terrorism Tip Line: 888-872-5458

Electronic mail: fusion@pol.state.ma.us

Fusion Center Main Number: 978-451-3700

Fax: 978-451-3707

FBI/Joint Terrorism Task Force (JTTF)

Phone (main): 617-742-5533 (24 hours)

U.S. Attorney's Office/MA District/Boston-Anti-Terrorism and National Security Unit

Phone (main): 617-748-3100 and/or 617-748-3163 (Outreach Coordinator)

N.E.M.L.E.C (Northeast MA Law Enforcement Council)/Intelligence Officer-

LT. J. Christopher Neville (978) 479-1500 macrimenet@massmail.state.ma.us

3. **PUBLIC AWARENESS: [46.3.3]**

To encourage and identify methods for reporting suspicious activity that may be related to terrorism, the Department will provide terrorism awareness information within the service area. This is accomplished through training individuals at the Citizen Police Academy, held several times a year, and/or appropriate public and private organizations. The Waltham Police Department maintains a link to Homeland Security through its website, where terrorism related information can be shared and contact information can be found.

Officers on a day-to-day basis when speaking with citizens may relate non-classified terrorism information which has been disseminated to them during daily roll calls.

Additionally, the Terrorism liaison officer will attend applicable Anti-Terrorism training programs, allowing them to teach awareness course at the Reserve Academy, Citizen Academy, etc.

The Terrorism liaison officer will be responsible for overseeing such activities, and will review and compile any intelligence received as a result of such activities according to the procedures outlined in this policy.