



# INCIDENT RESPONSE

**INDEX CODE: 1618**  
**EFFECTIVE DATE: 03-04-10**

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**I. INCIDENT RESPONSE**

A. A single unit will be dispatched to handle routine calls for service. However, the nature of some calls may require that additional units are dispatched for purposes of safety as well as more effective handling of a situation. In the event of the actual or potential presence of one or more of the following factors, at least two officers will be dispatched:

- 1. An assault on an officer;
- 2. On-scene arrest for a felony or violent misdemeanor;
- 3. Resistance to arrest;
- 4. Use of force;
- 5. A crime in progress;
- 6. A fleeing suspect; or
- 7. A suicide in progress.

B. In addition to the above, the dispatching of officers to calls for service will be conducted in accordance with the standard operating procedures of the Communications Section.

C. Uniformed patrol officers will respond to each crime reported to the Police Department, with the exception of (1) crimes reported to the Telephone Reporting Service; (2) bad check complaints, which are referred to the Crimes Against Property Section (Check Squad) unless urgent circumstances exist, and (3) any other situations where patrol supervisors determine that a non-uniformed response is necessary or more appropriate.

**II. INCIDENTS REQUIRING PRESENCE OF A SUPERVISOR**

If additional units/officers must be dispatched to the scene of a police incident, the third unit to be dispatched will be a patrol supervisor. The supervisor will decide the necessity for any additional units/officers, and will inform Communications of any further requirements. The supervisor will be responsible for ensuring that the incident is properly handled and that unneeded patrol units return to service promptly.

*Upon arrival at the scene, the patrol supervisor will make a general broadcast to all officers and the Communication Section that he/she is in command of the incident. If command of the incident is transferred to a higher ranking officer or a supervisor from a specialized unit, the new on-scene commander will make a general broadcast that he/she is now in command of the scene. (i.e., "211 radio, I am the on-scene commander.")*

The following is a partial list of incidents requiring the presence of a uniformed patrol supervisor:

- 1. Any incident involving the death of a person or where circumstances indicate that death may result;
- 2. Rape or attempt rape;
- 3. Departmental accidents;

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4. Kidnapping/abduction/critical missing child;
5. Child abuse;
6. Hostage/barricade situations;
7. Natural disasters;
8. Traffic violations involving an armored car;
9. Explosive devices; bomb threats;
10. Aircraft accidents;
11. Fire at the Detention Center;
12. Service of a search and seizure warrant, when no other supervisor is available;
13. Any reportable use of force or discharge of a firearm by an officer.

The above list is not intended to be all-inclusive. Patrol supervisors are directly responsible for the proper handling and investigation of all incidents to which their subordinates respond. Accordingly, patrol supervisors are expected to respond to all serious or non-routine incidents in order to assure proper police response.

**III. PROPONENT UNIT:** Patrol Services Bureau.

**IV. CANCELLATION:** This directive cancels Index Code 1618, dated 02-18-09.