



# SPECIAL OPERATIONS SECTION

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## **I. ORGANIZATION**

The Special Operations Section (SOS) is under the direction of the commander of the Special Operations Division (SOD) and consists of the following components:

- A. Quick Response Team
- B. K-9 Unit
- C. Aviation Unit
- D. *Marine Unit***

## **II. QUICK RESPONSE TEAM (QRT)**

The mission of the QRT is to provide the department with a highly trained and mobile team which is able to move quickly into any region of the county to respond to specific situations or incidents.

### **A. Duties and Responsibilities**

- 1. Execute search and seizure warrants and "high risk" arrest warrants.
- 2. Supplement existing personnel in major incidents and in response to identified crime problems.
- 3. Respond to extraordinary police situations.
- 4. Conduct stakeouts in support of other operational units.
- 5. Staff the Department Honor and Color Guards.
- 6. Tactical response to Chemical, Biological, Radiological, Nuclear & Explosive (CBRNE) or criminal Hazmat incidents
- 7. Tactical maritime response to extraordinary police incidents
- 8. High risk woodland searches.

### **B. Deployment to Supplement Operations**

Members of the QRT may be deployed to supplement other operations as the need arises, based upon crime trends, crime bulletins and identified needs of the area and district commanders or the commander of the Criminal Investigation Division, i.e., narcotic trafficking enforcement, high risk warrant service, robberies, auto theft, breaking & entering and open air drug markets.

### **C. Supervision**

Whenever members of the Special Operations Section are deployed to supplement other operations they will be under the direct supervision of a SOS supervisor or his/her designee. The SOS supervisor, or designee, will coordinate deployment of resources with the shift commander in the district or patrol area affected by the deployment in order that crime detection and apprehension efforts are adequately and cooperatively met. Whenever possible, SOS officers will be deployed as an integral unit.

**D. Communication with Field Commanders**

If specific assignments are requested, the commander of the Special Operations Division, or his/her designee, will coordinate tactical activities with the commander who is making the request. SOS supervisors will inform district commanders, or their designees, of special operations occurring within their area of responsibility. Whenever feasible, SOS supervisors/officers will attend roll call and brief the officers assigned to the area of the special operation in order to enhance officer safety and the likelihood of success of the operation. Discretion must be used when disseminating information to anyone when that information might jeopardize a tactical operation.

**III. SOS COMMANDER'S RESPONSIBILITIES**

The commander of the Special Operations Section is responsible for:

- A. Establishing written standard operating procedures for the following special operations activities, to the extent that they are the responsibility of or affect SOS:
  - 1. Special weapons & tactics teams
  - 2. Special purpose vehicles
  - 3. Bomb disposal
  - 4. Coverage of special events
  - 5. VIP protection & security
  - 6. Support during disasters
  - 7. Coverage of civil disturbances
  - 8. Coverage of civil defense emergencies
  - 9. Search and rescue operations
- B. Establishing written criteria for selection of officers assigned to **SOS**.
- C. Requiring that all personnel assigned to **SOS** engage in training and readiness exercises, and that all training is documented and the records *are* retained for future reference.
- D. Establishing a written plan for handling hostage/barricade situations.
- E. Establishing a written plan for handling the security of VIPs.
- F. Establishing a written plan for handling special events.
- G. Issuing, inspecting, and accounting for specialized equipment *assigned to SOS personnel*.
- H. Establishing written guidelines for cooperation with the department's hostage negotiators.

**IV. S.W.A.T. TEAM (QRT) ACTIVATION AND DEPLOYMENT REPORTING REQUIREMENTS**

*The 2009 Maryland General Assembly passed legislation (SB 447) that requires a law enforcement agency that maintains a S.W.A.T. team report specific information to the Governor's Office of Crime Control and Prevention (GOCCP) on a regular basis, via the Maryland State Police (MSP).*

**A. Policy and Procedures**

*It is the policy of the Anne Arundel County Police Department to provide the requested information to GOCCP as legislatively required. Reporting requirements for SB 447 require agencies to compile and submit their data in the described format no later than the 15<sup>th</sup> day of the month following the 6-month reporting period (i.e., reports for July 1 thru December 31<sup>st</sup> are due to the Maryland Statistical Analysis Center by January 15<sup>th</sup>, and reports for January 1<sup>st</sup> thru June 30<sup>th</sup> are due by July 15<sup>th</sup>.) This requirement shall take effect July 1, 2009, and remain effective until June 30, 2014. The Special Operations Division will be responsible for collecting and reporting the data. The following information will be reported:*

- 1. *The number of times the QRT was activated and deployed in the previous six months;*
- 2. *The name of the county or county and municipal corporation and the zip code of the location where the QRT was deployed for each activation;*
- 3. *The reason for each activation and deployment of the QRT;*

4. *The legal authority, including type of warrant, if any, for each activation and deployment of the QRT; and*
5. *The result of each activation and deployment of the QRT, including:*
  - a. *The number of arrests made, if any;*
  - b. *Whether property was seized;*
  - c. *Whether a forcible entry was made;*
  - d. *Whether a weapon was discharged by a QRT member; and*
  - e. *Whether a person or domestic animal was injured or killed by a QRT member.*

**B. Definitions/Explanations (as defined by SB 447)**

1. *“S.W.A.T. Team” means a special unit composed of two or more law enforcement officers within a law enforcement agency trained to deal with unusually dangerous or violent situations and having special equipment and weapons, such as rifles more powerful than those carried by regular police officers. QRT falls under this definition.*
2. *“Agency” refers to the local governing body of the jurisdiction served by the law enforcement agency that employs the Team. If the jurisdiction served by the law enforcement agency that employs the responsible Team is a municipal corporation, the Chief Executive Officer of the jurisdiction is the agency of authority.*
3. *“Noncompliance” refers to a law enforcement agency’s failure to comply with the reporting requirements set forth in SB 447. Should an agency fail to comply with the reporting provisions, GOCCP shall report the noncompliance to the Police Training Commission for follow-up with the agency. Upon contact, the law enforcement agency must comply within 30 days or GOCCP and the Police Training Commission shall report the noncompliance to the Governor and the Legislative Police Committee of the General Assembly.*
4. *“Forcible entry” refers to ANY entry which the occupant does not consent to entry. A non-consensual entry to penetrate the premises includes any physical force whether or not actual damage to the premises occurs. Includes entries where notice has not been given to the occupants prior to entry and entries where the occupant has refused consent to enter.*
5. *A “Weapon” is a firearm as defined by Annotated code of Maryland, Public Safety Article, 5-101.*
6. *To meet the criteria for a “Reportable incident,” the QRT must be **BOTH** activated **AND** deployed:*
  - a. *“Activated” means a Team put on notice of potential deployment for an unusually dangerous or potentially violent situation.*
  - b. *“Deployment” means a Team takes SWAT-related police action. SWAT-related police action shall not include: manpower, security, executive protection, or general law enforcement duties.*

**C. Reporting Responsibility in Situations Involving Multiple SWAT Teams**

1. *In cases where multiple Teams are deployed and multiple entries are made, each entry will be considered a single deployment and will require individual reporting.*
2. *In situations of Assisting Teams deployed for one location, the primary entry team from that jurisdiction bears the responsibility of reporting.*
3. *In situations of Assisting Teams deployed for multiple locations, each entry is considered a single deployment, and the primary entry team from that jurisdiction bears the responsibility of reporting.*
4. *In situations of multi-jurisdictional Teams, the jurisdiction of occurrence bears the responsibility of reporting.*

**D. Format Guide**

*Data should be formatted into Microsoft Excel or Microsoft Access. The template can be downloaded at [www.goccp.maryland.gov](http://www.goccp.maryland.gov). To be consistent, use lower case letters for responses. Descriptions of the Fields to be included are as follows:*

1. *ORI #, County, Municipality, Zip Code*
2. *Deployment Date*

- a. *Date the Team was deployed*
- b. *Format should be MM/DD/YYYY for each entry*

3. **Authority**

- a. *This should indicate the origin of legal authority for which the Team is deployed.*
- b. *Responses will indicate one of the following (dropdown box):*

- (1). *Arrest warrant (aw)*
- (2). *Search warrant (sw)*
- (3). *Barricade (b)*
- (4). *Exigent Circumstances (ec)*
- (5). *Other (o)*

4. **Reason**

- a. *The underlying reason for the deployment of the Team.*
- b. *Response should indicate one of the following reasons for the deployment or activation of the Team (dropdown box):*

- (1). *Part I Crime (p1)*
- (2). *Part II Crime (p2)*
- (3). *Emergency Petition (ep)*
- (4). *Suicidal (su)*
- (5). *Other (o)*

- 5. *Forcible Entry – Responses will be either “yes” or “no” (dropdown box).*
- 6. *Property Seized – Records should indicate whether the agency seized any property as a result of the Team’s activities. Responses will be either “yes” or “no” (dropdown box).*
- 7. *Weapon Discharged – If a firearm as defined by Annotated code of Maryland, Public Safety Article, 5-101 is discharged during deployment. Responses will be either “yes” or “no” (dropdown box).*
- 8. *Arrests – Response should reflect the number of arrests resulting from the deployment.*
- 9. *Animal Injured – Indicates whether any animals were injured as a result of the deployment. Responses will be either “yes” or “no” (dropdown box).*
- 10. *Animal Killed – Indicates whether any animals were killed as a result of the deployment. Responses will be either “yes” or “no” (dropdown box).*
- 11. *Person Injured – Indicates whether any human beings were injured as a result of the deployment. Responses will be either “yes” or “no” (dropdown box).*
- 12. *Person Killed – Indicates whether any human beings were killed as a result of the deployment. Responses will be either “yes” or “no” (dropdown box).*

E. *Completed reports shall be emailed to [swatdatamd@gmail.com](mailto:swatdatamd@gmail.com) or forwarded to:*

*Maryland Statistical Analysis Center  
Governor’s Office of Crime Control & Prevention  
300 East Joppa Road  
Baltimore, MD 21286*

V. **PROPONENT UNIT: Special Operations Division.**

VI. **CANCELLATION:** This directive cancels Index Code 1660, dated 09-17-07.