



Tulsa Police Department

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Policy # 127B

Effective Date 07/21/2009

Policy Name Tulsa Police Reserve Emergency Call-Out

Approved Date 06/25/2009

Approved by *Wendell Franklin, Chief of Police*

Previous Date 06/07/2004

PURPOSE OF CHANGE:

To update policy format.

POLICY:

The Department will utilize the Tulsa Police Reserve (TPR) when major incidents occur that would require their assistance for a period of two hours or more. The TPR Emergency Response Team (ERT) consists of approximately 10 members who can usually respond to a scene within a one-hour time period. Additional TPR personnel may be deployed if needed.

The ERT and other TPR personnel may be used for search and recovery, traffic control, crowd control, crime scene or disaster scene perimeter security, relief of on-duty personnel, or any other critical incident where a shift commander or incident commander determines they could be useful.

SUMMARY: Procedures for calling the TPR ERT for assistance.

APPLIES TO: All police personnel

DEFINITIONS:

CRITICAL INCIDENT – for the purpose of this policy, hazardous material spills, tornadoes, mass fatalities, armed and barricaded situations, aircraft crashes, bombing scenes, or any other major incident scenes that require the long-term use of police personnel as determined by a shift or incident commander.

DIRECT SUPERVISION – a TPR officer on authorized duty working with or at the direction of an on-duty, full-time officer or Department supervisor and at all times being accompanied by, or having radio contact with, an on-duty, full-time officer or supervisor.

PROCEDURES:

1. If a critical incident occurs that would necessitate an ERT call-out, an officer assigned to the scene will advise a shift commander or incident commander, through the chain of command, of the situation.
2. If the incident commander is from another responding agency, the ranking TPD officer may authorize the notification.
3. Once authorized, the shift commander, incident commander, or supervisor at the scene will contact PSC and inform the dispatcher of the following information:
 - a. Call-out description (e.g., tornado, plane crash, HAZMAT spill, shooting scene).
 - b. Call-out location.
 - c. Supervisor's name and designator.

- d. The talk group being used at the scene.
- e. Number of officers needed.
- f. Number of police vehicles needed.
- g. Any other information concerning the call-out.

4. PSC personnel will initially page the ERT on their alphanumeric pagers and provide the information listed in Procedure 3.
5. Within 15 minutes an ERT member will notify PSC and provide them with the name and phone number of the TPR officer who will be in charge of the call-out. As soon as PSC receives this information, they will send an additional page to ERT members, providing them with the name and phone number of the TPR officer in charge.
6. If an ERT member does not notify PSC within 15 minutes of the first page, PSC will contact the TPR Program Coordinator.
7. The ERT personnel will report to the scene with any requested equipment.
8. The shift commander, incident commander, or supervisor is responsible for the direct supervision of ERT members. If the call-out extends more than one shift, the on-duty supervisor will ensure that the incoming shift commander, incident commander, or supervisor is notified of ERT member assignments.
9. The TPR officer in charge will coordinate with the shift commander, incident commander, or supervisor to ensure that ERT members are notified when the call-out has ended.
10. At the completion of the TPR operation, the ERT officer in charge will complete an *Operations Activity Log* and forward it to the TPR Program Coordinator within 24 hours.

REGULATIONS: None

REFERENCES:

127A, *Tulsa Police Reserve Officer Program*
140, *Command Posts*
CALEA 16.3.1