

MEDINA POLICE DEPARTMENT GENERAL ORDER

ORDER NO: 2016-011

SUBJECT: Emergency Mobilization

EFFECTIVE DATE: January 1, 2016

RESCINDS ORDER NO: 99-05-03

DISTRIBUTION: All Department Personnel

PURPOSE: The Medina Police Department shall establish procedures for the emergency mobilization of departmental personnel.

I. POLICY

A. The Medina Police Department's emergency mobilization plan consists of three (4) phases:

1. Phase I

a. This phase involves the holdover of part or all of the outgoing/preceding platoon. This usually is for a temporary situation for part of a shift. This phase can be instituted/authorized by the Shift Sergeant or OIC.

2. Phase II

a. This phase is an expansion of Phase I to include the call-in early of the oncoming shift. This call-in can be utilized in the case of a serious situation, lengthy prisoner transports, multiple arrests, or high call volume. This also covers the call-in of specialized officers such as DRE, K-9, Breath Test Operators, etc. This phase can be instituted by the Shift Sergeant or OIC. OICs should notify a Supervisor as soon as practical.

3. Phase III

a. This phase of call-in involves requesting services from other agencies. To include SWAT, Accident Reconstruction Units, Crime Scene Processing, or Negotiator. This Phase of Call-in should be initiated by a Shift Sergeant or above. If Officers feel these resources may be necessary, they should make that notification/request through the chain of command.

4. Phase IV
 - a. This phase is the total mobilization of the department's personnel. To include all sworn and nonsworn personnel and the notification of extra-departmental officials and resources, i.e., mayor, outside police agencies, etc. This phase can only be authorized by the Chief of Police or his designee.
 - b. Upon notification of a Phase IV mobilization, the shift supervisor shall request that dispatch ~~to~~ call all off-duty personnel and advise them:
 1. An emergency mobilization is in effect.
 2. All sworn personnel are to report for duty, in uniform, and ready for assignment. (All sworn personnel shall report to the police department unless otherwise noted.)
 3. Nonsworn personnel, i.e., dispatchers, etc., to report for duty as needed.
 4. Specific areas to avoid in transit.
 - c. Upon notification of a Phase IV mobilization, the Chief of Police or his designee shall advise dispatchers, receptionists, etc. to advise complainants that the police department is presently only available to respond to critical service requests and to suspend routine service calls, not involving danger to life and property, i.e., simple reports, lock-outs, etc.
 - d. Upon receipt of a Phase IV mobilization notification, all sworn personnel shall report for duty in uniform and with all personal equipment as required.
 1. Specialized equipment shall be issued to selected officers as per departmental policy.
 - e. Personnel making the calls shall keep a log of members called, listing I.D. number, time called, and response, i.e., notified, message left, no answer.
 - f. All personnel are required to maintain their addresses and phone

numbers on file. The Orleans County Public Safety Dispatch will be provided with a current list of all member's telephone.

By Order Of:

Chad D. Kenward
Chief of Police