



Abilene Police Department Operating Procedures

Subject:

Civil Disturbance Response

Issued:

07/30/2021

TBP:

8.07, 8.08, 8.10

Number:

D-13

Emergency Operations (TBP 8.07)

Emergency operations for this Department will simply be an expansion of daily responsibilities. These responsibilities include maintaining law and order, traffic control and crowd control. This Department will have primary responsibility for law enforcement; support groups may assist in traffic control and crowd control. The Department shall have contingency plans and provisions for:

- A. Civil Disturbances.
- B. Mass Arrests.
- C. Response to natural and man-made disasters.
- D. Uniform and equipment usage.
- E. Use of less-lethal weapons.
- F. Use of canine
- G. Overall goal of incident management.

Emergency Responsibilities (TBP 8.07)

Department responsibilities in emergency operations are as follows:

- A. Maintain law and order.
- B. Provide security for key facilities, resources, property and the disaster area.
- C. Provide traffic and crowd control.
- D. Coordinate warnings and communication.
- E. Assist in evacuations.
- F. Assist in hazardous materials incidents.
- G. Support public safety activities.
- H. Any other assignment as directed by the Chief of Police or designee.

Emergency Response Levels

Condition 1:

- A. Review law enforcement procedures.
- B. Review personnel assignments.
- C. Conduct any required briefings.

Condition 2:

- A. Check readiness of law enforcement equipment, supplies and facilities.
- B. Correct any deficiencies discovered in subsection (1).



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Condition 3:

- A. Alert personnel of possible emergency duty.
- B. Place off-duty personnel on stand-by.

Condition 4:

- A. Mobilize all law enforcement personnel.
- B. Begin traffic control and cordoning procedures.
- C. Maintain 24 hour operation.

For complete definitions of Conditions 1-4, see the City of Abilene Emergency Operations Plan.

EOC Operations (Limited)

A limited activation of the Emergency Operations Center (EOC) will develop as follows:

- A. Upon notification of limited EOC activation, Communications personnel will immediately notify the following Department personnel:
 - 1. Chief of Police;
 - 2. All Assistant Chiefs of Police;
 - 3. Director of Communications and
 - 4. On-duty Patrol commander.
- B. Communications personnel will also notify those persons listed in the City of Abilene Emergency Operations Manual.
- C. As soon as reasonably possible, the following personnel will report as follows:
 - 1. Dispatchers will report to the EOC Communications Center;
 - 2. Chief of Police or Assistant Chief of Police for Support Services will report to the EOC Command Center;
 - 3. Assistant Chief for Uniform Services or Assistant Chief for Investigative Service will report to the PD or designated police command center;
 - 4. All other police personnel should be aware of existing conditions and be prepared to report to the PD or other designated area for assignment should the EOC become fully activated.

EOC Operations (Total)

A full activation of the Emergency Operations Center will develop as follows:

- A. Upon notification that the EOC has been fully activated. Communications personnel will notify appropriate personnel listed in EOC Operations (Limited).
- B. In addition to the assignments for the Chief of Police, Assistant Chiefs of Police, Communications director, On-Duty Patrol commander and the Communications officer, the following personnel will report as follows:



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1. Records manager will report to Central Records or appropriate secondary Command Center.
2. All other police personnel will report in uniform to the Police Commander Center for assignment by an Assistant Chief of Police or, in their absence, the senior police supervisor present.
- C. The Police Command Center and Secondary Command Centers are, in descending order:
 1. Police Department;
 2. Taylor County Courthouse – Petit Jury Room;
 3. City Hall – Council Chambers;
 4. Civic Center – main lobby;
 5. Taylor County Expo Center – front entrance.

After-Action Reports (8.08)

The Chief of Police, or his designee, will be responsible for the completion of an after-action report for each incident or disaster. The report should include pertinent details concerning the incident and the Department's related response. A summary shall be included which contains:

- A. Applicability and appropriateness of the Department's disaster plan.
- B. Outstanding areas of Department performance.
- C. Substandard areas of Department performance.
- D. Suggested disaster plan changes.
- E. The identification of equipment/resources which should be acquired for the response to future incidents.
- F. After-Actions reports should be completed, at minimum, for the following incidents:
 1. Natural or man-made disasters.
 2. Civil disturbances.
 3. Mass arrests.
 4. Tactical call-outs
 5. Barricaded persons or hostage incidents.

Civil Disturbance Operational Plan (TBP 8.07)

- A. Purpose – the Department has established the following guidelines when responding to a civil disobedience. This plan serves as a reference for police supervisors to oversee a Civil Disobedience operation.
- B. Authority
 1. Authority for the implementation of the Department's Civil Disobedience Plan lies with the Chief of Police. The Chief of Police directs operations from the Emergency Operations Center (EOC) in coordination with other responding agency representatives.



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2. The Assistant Chief of Police Uniform Services Bureau is designated and responsible for the planning and response to civil disturbances. He or she is the principal advisor to the Chief of Police on civil disturbances and acts as a liaison with assisting agencies.
- C. Definitions
1. Civil Disturbance – any group act of violence and/or disorder prejudicial to public law and order as defined in the Texas Penal Code, Chapter 42.02.
 2. Operations Commander – The Assistant Chief of Police Patrol Division or his designee who is responsible for mobilizing the Field Force and directing all activities and operations in response to the civil disturbance.
 3. Field Force – all available police personnel assigned to law enforcement duties at the scene of the disturbance, not including officers with pre-assigned duties unrelated to the disturbance.
 4. Field Force Commander – The police supervisors, preferably a lieutenant, designed by the Operations Commander and responsible for the overall assembly and supervision of the Field Force.
 5. Field Command Post – the on scene operations control center established by the Operations Commander or Field Force Commander, exclusive of the Emergency Operations Center.
 6. Strategic Site Security Supervisor – lieutenant appointed by Assistant Chief of Police Patrol who is responsible for security of key installations to include utilities and major food distribution centers.
- D. Civil Disturbance Alert Phases – the Civil Disturbance Plan consists of Four Phases. These levels give the Department a graduated response predicated on an expanding Civil Disturbance.
1. Phase 1:
 - a. Preliminary response called by the Patrol commander on duty to quell a minor disturbance that shows signs of escalating violence.
 - b. The Patrol commander is responsible for all police activities directly involved with the civil disturbance.
 - c. The Operations commander or his designee will be notified and may respond to the scene to evaluate the need for a graduated response (Phase 2).
 - d. The Patrol commander may utilize on-going or off-going shifts to help quell the disturbance. No other off duty officers will be affected.
 2. Phase 2:
 - a. Secondary response where the Operations commander assumes responsibility for all police operations directly utilized in the civil disturbance. A Phase 2 Alert will be called when it is apparent the disturbance shows signs of escalating beyond the resources already being used. The phase may be used in response to a planned protest march which shows the potential for serious escalation.



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- b. Operations commander mobilizes sufficient off duty officers needed to quell the disturbance.
 - c. One lieutenant, two sergeants, and 10 Patrol officers will be assigned to handle police service calls. Non-emergency call responses will be suspended. The lieutenant or his designee will make the determination on call responses. Patrol officers may be reassigned to the Field Force as needed.
 - d. All Key Staff personnel are notified to report for assignment as needed.
 - e. All police personnel are placed on Phase 2 Standby Alert.
 - f. A Field Command Post is established.
 - g. Selected support teams are activated at the direction of the Operations commander.
 - h. A Field Booking Station may be established and mass transportation vehicles may be used.
 - i. During Phase 2 operations, Dispatch will notify the Department of Public Safety as well as the Taylor County Sheriff's office. This is an advisory and not a request for additional resources, unless needed.
3. Phase 3:
- a. Final Department-wide response where all manpower and resources of the Department are used against a rapidly escalating civil disturbance. This phase may be called by the Chief of Police or an Assistant Chief of Police. All police personnel are mobilized for immediate response and are to report to their assigned duty station.
 - b. All Support Teams are mobilized.
 - c. A Field Booking Station is established.
 - d. The Emergency Operations Center (EOC) is activated in accordance with Annex G, Law Enforcement.
 - e. One lieutenant, two sergeants, and 10 Patrol officers are assigned to handle emergency calls. All other calls are suspended.
4. Phase 4:
- a. Final response to a civil disturbance where the resources of the Department are inadequate and outside aid is needed. The mayor, city manager, or Chief of Police may request aid from other agencies covered under the City's Mutual Aid Agreement or Federal Assistance (National Guard or Dyess Air Force Base).
 - b. The Operations commander will assume the duties of liaison with the assisting agencies.
 - c. If another jurisdiction requests the assistance of the Department, the Chief of Police may activate a Phase 3 response to that jurisdiction.
- E. Key Staff Designations during Phase 2-4 Responses
- 1. Chief of Police – Emergency Operations Center
 - 2. Assistant Chiefs of Police: as directed
 - 3. City Legal advisor – Emergency Operations Center



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4. Fire Department liaison – Emergency Operations Center
 5. City Link supervisor – Emergency Operations Center
 6. CID commander – Police Department
 7. Communications supervisor – Police Department
 8. Strategic Site Security supervisor – Police Department
 9. Field Force commander – Field Command Post
 10. Tactical Unit supervisors – Field Command Post
 11. Explosive Unit supervisors – Field Command Post
 12. K9 supervisor – Field Command Post
 13. Narcotics commander (Intelligence Officers) – Field Command Post
 14. Logistics officer (Training Officers) – Field Command Post
 15. Traffic supervisor – Field Command Post
 16. Video Tape officers (Youth Division) – Field Command Post
- F. Officer Recall
1. Once the Operations commander determines a Phase 2 or higher alert is needed, a notification or recall of all police personnel may be initiated.
 2. The Operations commander will notify the Chief of Police and the other Assistant Chiefs. The Assistant Chiefs will notify their Division commanders while the Operations commander alerts the Patrol commanders.
 3. The Patrol Division commanders will notify the next lower level of supervision until all officers have been notified. Each supervisor will be responsible for notifying the officers under his command. If a sergeant is unavailable, then the lieutenant will be responsible for notifying the officers.
 4. Phase 2 Standby Instructions
 - a. The officer will be notified he has been placed on 24-hour emergency alert.
 - b. The officer will be given a brief description of the problem.
 - c. The officer will remain at his residence or provide a number at which they can be reached.
 - d. The officer must be prepared to respond immediately upon notification.
 - e. Officers will report in their duty uniform unless assigned to a support team.
 5. Phase 3 Alert Duty Assignments:
 - a. All officers not assigned as key personnel or to a support team will report to the designated staging area as a member of the Field Force.
 - b. The support teams will report to the Field Command Post.



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Mass Arrests (TBP 8.07)

During the course of civil disturbances, it may be necessary to make arrests of numerous individuals over a relatively short period of time. In order for this process to be handled efficiently, safely and legally, the following steps shall be observed:

- A. Except for felony offenses, officers shall not pursue demonstrators into buildings for the purpose of making arrests unless specifically instructed to do so by a supervisor. Supervisors shall accompany and exercise control over members of their command who go on private property or enter buildings to make arrests.
- B. If required, an adequate secure area shall be designated for holding prisoners while awaiting transportation.
- C. Arrestees who are sitting or lying down but agree to walk shall be escorted to the transportation vehicle for processing. Two or more officers shall carry those who refuse to walk.
- D. At the transport vehicle, the arrestee shall be advised of the charges. The prisoner shall be searched for weapons, evidence and contraband, and where possible, by an officer of the same sex.
- E. The transporting officer shall deliver the prisoner to the detention facility along with any personal property and an arrest form.
- F. All injured prisoners and those who request medical attention shall be provided medical attention prior to transportation to the detention facility.
- G. When possible, photographs should be taken of all injuries.

All arrested juveniles shall be handled in accordance with state law and the Department's procedures for the arrest, transportation and detention of juveniles.

Homeland Security (THP 8.10)

The Chief of Police will appoint one person to be the Department's Homeland Security Officer who will have the following duties:

- A. Gather and maintain homeland security information as forwarded to the Department from the U S Department of Homeland Security, the FBI, the Texas Department of Public Safety and other sources.
- B. Review intelligence as it develops, analyze the information for trends, commonalities, and other significant indicators and quickly alert all departmental personnel to the information.
- C. Monitor the nation's current homeland security alert status and relay that information to all Department personnel.