

**TEXARKANA, TEXAS POLICE DEPARTMENT
GENERAL ORDERS MANUAL**

<i>Effective Date</i> September 1, 2010		<i>Amended Date</i>		<i>Directive</i> 8.11.2	
<i>Subject</i> Incident and Unified Command Systems					
<i>Reference</i>					
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				<i>Pages</i> 3	

This Operations Directive is for internal use only and does not enhance an officer's civil or criminal liability in any way. It should not be construed as a creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this Operations Directive, if proven, may only form the basis for a complaint by this Department, and only in a non-judicial administrative setting.

SECTION 1 PURPOSE

The purpose of this policy is to provide members of the Department with guidelines for the implementation of the Incident Command System (ICS) and the Unified Command System as mandated under the National Incident Management System (NIMS).

SECTION 2 POLICY

An Incident Command System (ICS) will be utilized during complex incidents that are atypical from daily calls for service, disturbances, or crimes that are generally handled by on-duty local law enforcement entities.

If the incident involves multiple agencies and/or jurisdictions, a Unified Command System, will be utilized as mandated under the National Incident Management System (NIMS).

SECTION 3 DEFINITIONS

Incident Commander - The first local emergency responder to arrive at the scene of an emergency situation and implements the incident command system until relieved by a more senior or more qualified individual to whom the role will be passed. The incident commander will establish an incident command post and provide an assessment of the situation to local officials, identify response resources required, and direct the on-scene response from the command post.

Unified Command System - An organization established (1) to oversee the management of multiple incidents that are each being managed by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned.

Incident - A situation that is limited in scope and potential effects. Characteristics of an incident include:

- a. Involves a limited area and/or limited population.
- b. Evacuation or in-place sheltering is typically limited to the immediate area of the incident.
- c. Warning and public instructions are provided in the immediate area, not community-wide.

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- d. One or two local response agencies or departments acting under an incident commander normally handle incidents. Requests for resource support are normally handled through agency and/or departmental channels.
- e. May require limited external assistance from other local response agencies or contractors.
- f. Incidents include the full range of occurrences that require a response to protect life or property.

Emergency - A situation that is larger in scope and more severe in terms of actual or potential effects than an incident. Characteristics include:

- a. Involves a large area, significant population, or important facilities.
- b. May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
- c. May require community-wide warning and public instructions.
- d. Requires a sizable multi-agency response operating under an incident commander.
- e. May require some external assistance from other local response agencies, contractors, and limited assistance from state or federal agencies.
- f. The Office of Emergency Management will be activated to provide general guidance and direction, coordinate external support, and provide resource support for the incident.

Hazardous Material (Hazmat) - A substance in a quantity or form posing an unreasonable risk to health, safety, and/or property when manufactured, stored, or transported. The substance, by its nature, has the capability for inflicting harm during an accidental occurrence. Is toxic, corrosive, flammable, reactive, and poses a threat to health and the environment when improperly managed.

SECTION 4 PROCEDURES

- A. The ranking officer on scene will serve as Incident Commander if the emergency is a law enforcement incident. For example bomb threats, homicides, manhunts, sniper incidents, shootings or any SWAT incident.
- B. If law enforcement is the first unit on any scene, the officer will do a brief initial size up and give a basic report to Dispatch so that it can be relayed to other responding units/agencies. That law enforcement officer will serve as Incident Commander until other agencies/departments or a higher ranking officer arrives on scene. He will assure that the on duty shift commander, division commander, and department head are notified.
- C. A police supervisor will determine if Office of Emergency Management personnel will be notified.
- D. If the scene is not secure or there is a threat to personnel, the ranking law enforcement officer on scene will designate a staging area for all responding law enforcement units and assign someone to be in charge of the staging area.

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- E. If the incident involves a hazardous material, major fire, explosion, or any other incident where law enforcement would not be the lead agency, the fire department will assume command when the first fire unit arrives on scene. The ranking law enforcement officer will serve as the Law Enforcement Branch Chief of the incident and will work as a part of the Unified Command structure.
- F. Within the Unified Command structure, plain text will be used by all agencies/departments on scene. No 10 codes will be used during the incident by any department.
- G. In any multi-agency/multi-jurisdiction incident representatives of each agency should jointly determine a common radio communication channel and instruct all units to switch to that channel.
- H. Once a common communication channel is determined, the Incident Commander will advise Dispatch of that designated channel. If a mobile command post and/or Emergency Operations Center (EOC) are activated, they should also be advised of the common channel. At that time, only the Incident Commander will communicate with the fixed facility (command post, dispatch or EOC) coordinating the response.
- I. As outlined in the City's Emergency Management Plan, law enforcement will also be charged with carrying out any evacuations necessary.
- J. As the incident progresses or continues to grow, the Incident Commander will assign roles and responsibilities as needed in compliance with NIMS.
- K. RESPONSIBILITY
 - 1. All members of the Department shall know and comply with all aspects of this directive.
 - 2. All Division Commanders and supervisory personnel are responsible for ensuring compliance with the provisions and intent of this directive.