

NEW HAVEN DEPARTMENT OF POLICE SERVICE

GENERAL ORDERS



GENERAL ORDER **332**

EFFECTIVE DATE: JANUARY 15, 2012

COMMAND STAFF NOTIFICATION

332.1 PURPOSE

The purpose of this policy is to establish procedures for the notification of command personnel in the event that a major incident occurs which requires direct supervisory involvement from the Department's command staff.

332.2 POLICY

It is the policy of the New Haven Department of Police Service to notify specific command personnel in the event of a major incident, agency liability, and/or heightened community interest. Additionally, supervisors are expected to use their best judgment when deciding what additional personnel to notify, as well as what additional resources to involve.

332.3 PROCEDURE

A. DUTY CHIEF

1. The role of Duty Chief has been created to ensure that a member of the command staff is always available to respond to a major incident.
2. The Chief of Police and Assistant Chiefs will alternate the role of Duty Chief.

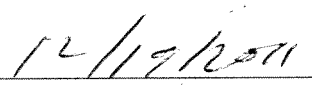
3. The Duty Chief is to be notified of all major incidents after normal business hours and on weekends.
4. A schedule will be published to identify the command staff member serving as Duty Chief. The schedule will be distributed as necessary. The scheduled responsibilities of Duty Chief rotate weekly, starting Monday at 0800 hours and ending the following Monday at 0759 hours.
5. It is the responsibility of the Duty Chief to inform the Mayor of the City of New Haven of any major incident or one that requires he/she be informed.

B. NOTIFICATION

The Public Safety Answering Point (PSAP) supervisor is responsible for making command staff notification of a major incident in accordance with the notification matrix in Appendix A of this policy.



Dean Esserman
Chief of Police



Date

APPENDIX A

<u>TYPE OF EVENT</u>	<u>TO BE NOTIFIED</u>	<u>BY WHOM</u>
MAJOR EMERGENCY OR DISASTERS	Duty Chief <i>(After Business hours/weekends)</i> NHPD Command Staff	PSAP Supervisor
OFFICER INJURY/DEATH	Duty Chief <i>(After business hours/weekends)</i> Chief of Police NHPD Command Staff	PSAP Supervisor
OFFICER-INVOLVED SHOOTING (Resulting in any injury or death)	Duty Chief <i>(After Business hours/weekends)</i> Assistant Chief of Investigations NHPD Command Staff	PSAP Supervisor
CITIZEN-SERIOUS INJURY or DEATH BY OFFICER	Duty Chief <i>(After business hours/weekends)</i> Assistant Chief of Investigations NHPD Command Staff	PSAP Supervisor
SWAT TEAM ACTIVATION	SWAT Team Commander Duty Chief <i>(After Business hours/weekends)</i> Assistant Chief of Operations NHPD Command Staff	On-Scene Supervisor PSAP Supervisor
MAJOR CRIME (Serious injury or death)	Duty Chief <i>(After business hours/weekends)</i> Assistant Chief of Investigations NHPD Command Staff	PSAP Supervisor
OTHER MAJOR EVENTS (at discretion of the On-Duty Supervisor)	Duty Chief <i>(After business hours/weekends)</i>	PSAP Supervisor

NHPD Command Staff Notification will be made via the BlackBerry device.