

Departmental Directive

TITLE: POLICE MOBILIZATION

POLICY:

It is the policy of this Department to provide for the assembly and assignment of police personnel upon emergency notification and to establish specific places of assembly and duty assignments for the purpose of implementing disaster plans or special law enforcement plans relating to civil disorder.

Police mobilization shall adhere to the Incident Command System (ICS), Standardized Emergency Management Systems (SEMS) standards, California law, existing Memorandums of Understanding (MOUs), and the City of Santa Cruz Emergency Management Plan.

PROCEDURE:

I. Police Mobilization

A. Recall of Personnel

1. The senior ranking officer, in order of succession, (Chief of Police, Deputy Chief of Police, or Lieutenant) receiving information of a disaster or emergency may initiate “Stand-By” or “Emergency Recall” procedures. If the Chief of Police did not initiate the recall, he/she will be notified of the recall as soon as practical.
2. Personnel will be recalled utilizing the department roster.

B. Mobilization Levels

1. Status One: Stand-By Notification

- a. Notification of key personnel and selected off-duty personnel that they are on “stand-by” status. Selected off-duty personnel are defined as members of that watch which would normally relieve the on-duty watch (i.e., Watch I on-duty, Watch II to relieve, Watch II on-duty, Watch III to relieve, etc.) or combinations thereof.

2. Status Two: Limited Emergency Recall
 - a. Notification of key personnel and selected off-duty personnel of “limited emergency recall” status and direction to report to the designated location immediately.
3. Status Three: Emergency Recall
 - a. Notification to all personnel of a total emergency recall directing them to respond to the designated location immediately.
4. Pay
 - a. Applicable M.O.U. will be adhered to during activation level recalls.

ALL PERSONNEL RECALLED UNDER STATUS TWO OR THREE ARE TO REPORT TO THE POLICE DEPARTMENT UNLESS DIRECTED TO ANOTHER LOCATION BY A MEMBER OF THE DEPARTMENT HOLDING THE RANK OF LIEUTENANT OR HIGHER.

C. Execution of Status Three Recall

1. The execution of Status Three emergency recall will take place when ordered by the Chief of Police, or in his absence, the next highest ranking officer when a major incident occurs such as a natural disaster or major law enforcement event requiring immediate large scale response.
2. After notification of Status Three Recall:
 - a. All personnel will report immediately to their assigned location.
 - b. All personnel will report in uniform as directed.
 - c. All leaves will be automatically cancelled.

D. Logistics Support

1. Logistics support from sources outside the department must be approved by the Chief of Police or his/her designee.

- E. If evacuation of the primary police facility becomes necessary an alternate site will be designated by the senior ranking officer. These sites may include the Neighborhood Police Station and the City Fire Stations.

Howard Skerry

HOWARD SKERRY

Chief of Police