

Harveysburg Police Department

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107	June 12, 2009	June 12, 2009	ALL HPD Officers
Referenced CALEA Standards:		Policy Title:	
		Active Shooter Incident	

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107.001 Policy - It is the policy of the Harveysburg Police Department to:

1. Expeditiously take action to stop active shooters using all lawful and necessary means.
2. Evacuate all living persons from the scene of the active shooting incident.
3. Conduct an investigation into the circumstances surrounding the active shooting incident.

107.002 Definitions - The following definitions are used in this written directive.

1. *Active Shooting* - Any incident in which a person or persons armed with a deadly weapon is systematically, actively, and presently employing the weapons against innocent victims upon the arrival of the police. An active shooting incident is not to be confused with a hostage/barricade/terrorist incident in which harm is being threatened but no killing is

taking place. However, any HBT incident can deteriorate into an active shooting incident. The conclusion that an active shooting incident is occurring may be based on information or circumstances that would lead a reasonable peace officer to that conclusion. It need not be based on personal observation.

2. *Contact Team* - The first four law enforcement officers to arrive at the scene of an active shooting incident. The Contact Team shall form as soon as the incident is identified as an active shooting and contact the active shooter(s) using all necessary and lawful means to end the carnage. (For purposes of forming a Contact Team, probationary officers not yet certified for solo patrol may still be assigned to a Contact Team.)
3. *Contact Team Leader* - The senior officer present with CRT experience. If no CRT member or former member is present, then the field supervisor will assume this role. If no field

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supervisor is present, the senior police officer present will be the Contact Team leader.

4. *Rescue/Recovery Teams* - Teams of later responding officers who enter the scene after the Contact Team to render first aid to wounded persons and remove them from the hostile environment. Rescue/recovery teams shall also evacuate innocent persons from the hostile environment.
5. *Hostile Environment* - Any environment in which an active shooting incident has taken place until declared safe by the senior ranking officer at the scene following evacuation of all living persons.
6. *Hostage/Barricade/Terrorist Incident (HBT)* - An incident in which harm is being threatened, but no taking of life is occurring.
7. *Crisis Response Team* - Is a team of specially trained law enforcement personnel from participating political subdivisions in the Mahoning Valley Law Enforcement Task Force which will respond to any incident in a member's jurisdiction where special weapons and tactics are needed. This team consists of special trained and equipped personnel with specific skills in the areas of tactical response, tactical containment, hostage rescue, deployment of chemical munitions, crisis negotiations and intelligence gathering.

107.10 Operational Strategies - The Harveysburg Police Department's first mission and duty to protect life. If

human life is being systematically, actively and presently taken, it is a police officer's sworn duty to act to end the killing. In an HBT incident, this responsibility usually falls to CRT assault team. In an active shooting incident, it falls to the first four officers to arrive on the scene - the Contact Team.

107.11 In order to insure proper resources, a request for Mutual Aid will be made to adjacent agencies through the Communication Center for additional operational personnel. Responding agencies are to report to the incident's outer perimeter for assignment by the Operations Commander. The primary assignment for Mutual Aid Officers will be perimeter control.

107.12 School Buildings have historically been primary targets for an Active Shooting Incident.

107.20 Initial Response /Assault - It is the responsibility of the first four officers to arrive on the scene to form a Contact Team and follow the sound of gunshots and/or screams and/or available intelligence information to find the active shooter(s) and utilize all lawful and necessary force to end the killing.

107.21 Three or fewer officers shall assault an active shooter only as a last resort when it is apparent that due to lack of available resources a full Contact Team cannot be formed in a timely manner.

107.22 Contact Team members will wear body armor and use a patrol rifles if available. However, the lack of availability of this equipment shall not be cause for delay.

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107.23 The Contact Team will bypass everything and everyone (alive, wounded or dead) to confront the active shooter. Stopping the killer is their sole primary responsibility. They will focus on no other activity until their mission is accomplished.

107.24 Once an active shooter has been stopped, the Contact Team must be aware of the possibility of additional assailants. If more shooting, screams or intelligence information lead to the conclusion that a second or third or more active shooters are present, they will continue the mission until all active shooters are stopped. In any event, the Contact Team will continue their search until the entire building(s) has been cleared and they have stopped all active shooters.

107.25 Later responding officers may join the initial Contact Team if time and security permits. Under no circumstances will additional responding officers search for an active shooter unless it is learned that the Contact Team has been rendered incapable of continuing their mission.

107.26 In instances when the first Contact Team has been rendered ineffective, another Contact Team shall be formed immediately to continue the mission. The second Contact Team may be composed of any group of four or more officers.

107.27 The Contact Team shall maintain radio communication with the dispatch center, providing them with status information and observations. One officer

designated by the Contact Team leader will be responsible for communications with the dispatch center.

107.28 If the Contact Team discovers a bomb or booby trap, they are to avoid the devices and continue their search for the active shooter(s). The team leader shall ensure that the incident commander is notified of the location and apparent nature of the device as soon as possible, so that arrangements can be made for proper removal and disposal.

107.29 Once it seems apparent that all active shooters have been stopped, the Contact Team shall conduct itself according to the provisions of Policy and Procedures involving use of force and firearms, investigation of officer-involved shootings, and staff notifications.

107.30 Second Response /Evacuation - Once all active shooters have been stopped, focus shifts to evacuation of all living persons from the hostile environment. The area will continue to be viewed, as hostile even though no more hostile action is known to be taking place. It is possible that yet another one or more active shooters have abandoned their efforts in hopes of escape or mingling with innocent persons. Rescue/recovery teams will accomplish this task.

107.31 The senior ranking officer at the scene shall call in all necessary resources to form teams to search the hostile environment for wounded persons and innocent persons in hiding. Other Departments can be called in according with the Mutual Aid Agreement.

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107.32 Casualties - Wounded persons shall be removed from the hostile environment to a triage area of safety where they will receive first aid. First aid of the wounded persons shall be the responsibility of the rescue/recovery team member unless relieved by medical personnel at the triage area.

107.33 The senior ranking officer may admit medical personnel into the hostile environment if, in the opinion of a rescue/recovery team member, the wounded person cannot be safely evacuated. In this case, a police officer will accompany the medical contingent into the hostile area.

107.34 Uninjured civilians in the hostile environment shall be searched for weapons by rescue/recovery team members prior to being evacuated to a safe area designated by the senior ranking officer at the scene. One rescue/recovery team member is to serve as a cover officer while other team members are searching for weapons.

107.35 Rescue/recovery teams shall continue to search the hostile environment until all living persons have been evacuated.

107.36 Only the senior ranking officer present at the scene shall declare a hostile environment safe. At this point, the hostile environment becomes a crime scene.

107.40 Perimeter Control - Later responding officers shall form a perimeter to stop the escape of an active shooter. Active shooters emerging from cover or

concealment are to be stopped by perimeter officers using all lawful and necessary force.

107.41 It is anticipated that innocent civilians will be fleeing the active shooter. Fleeing victims are to be searched and directed to a place of safety designated by the senior ranking officer at the scene.

107.50 News Media - The Department has specific policies on media relations (Written Directive #111); this section addresses media access to areas impacted by an active shooting incident and other exceptional circumstances.

107.51 A Media Command Center should be established well within the outer perimeter established to control access by the general public, but well apart from any Department Command Post. Such an area should allow the media a general view of the impacted area. When possible, the area should provide adequate parking space for large media equipment trucks and vans and for official vehicles.

107.52 When such a Media Command Post is established, the Chief of Police or his designee will be responsible for ensuring that a Department Official is on duty at the scene around the clock for security, to restrict access, and to coordinate media requests. During ongoing recovery operations, every attempt should be made to conduct frequent news conferences for the media, and specialists - including members of other agencies involved in the project - should be asked to be present to answer questions specific to their disciplines.

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107.60 Investigation - The senior ranking officer at the scene shall call in necessary resources to conduct an investigation of the incident in compliance with policy #110 (Criminal Investigations).

107.61 If the number of evacuees is manageable, the senior ranking officer may have them detained at the scene for interviews.

107.62 If the number of evacuees is unmanageable, the evacuees may be excused from the scene, but only after being identified and providing follow-up contact information.

107.70 Planning - Because of the necessity of multiple agency response, this procedure has been planned in cooperation with adjoining law enforcement agencies. Review and revisions must be made in coordination with those agencies.

107.71 Critique - Immediately following the incident, a critique of the incident should be completed by the Captain of the Patrol Division and submitted to the Chief of Police for review. This critique of the incident should be filed in the Professional Standards Office.

107.72 Schools - School floor plans will be annually reviewed for changes. School response plans will be annually reviewed by School Resource Officers and school administration to make sure school policy does not hamper successful QUAD (Contact Team) Tactics.

107.73 Training - Training shall be done at least annually in respect to this policy and every effort

should be made to include other cooperating agencies. Information from any prior Post Incident Critique should be used in formulating areas of training.