

	GAITHERSBURG POLICE DEPARTMENT		
	Notification of Federal Law Enforcement Agencies And the National Guard		
	GENERAL ORDER	607.3	
Effective Date	04/30/2015		
Authorized by:	Mark P. Sroka CHIEF OF POLICE	SIGNATURE	DATE

I. DEPARTMENT POLICY

It is the policy of this department to work closely with federal law enforcement agencies and ensure that timely notifications are made to affected agencies when appropriate and when information may prove vital to community safety or national security.

II. EMERGENCY NOTIFICATIONS

A. Federal Law Enforcement Agencies

1. If an evaluation of the incident scene warrants federal response the highest ranking officer at the scene should make the request via the Public Safety Communications Center.
2. The highest ranking officer at the scene will consult with the on-duty supervisor prior to requesting federal assistance.
3. The highest ranking officer will make the request and will also ensure that the shift Supervisor is notified as soon as possible.
4. Generally, requests for federal assistance are made by investigators or the supervisor of a specialized unit.
5. The following incidents require F.B.I. notification by either the patrol officer, investigator, or the Public Safety Communications Center, depending upon the event. In the matrix below, the Public Safety Communications Center will *automatically* notify the appropriate federal agency upon receipt of the 911 call and the Investigating Officer (I/O) will be responsible for the notification from the scene:
 - Terrorism or terrorism related events-Supervisor/Public Safety Communications Center;

- Bomb threats-The Public Safety Communications Center;
- Bomb plantings-The Public Safety Communications Center;
- Actual bombings-The Public Safety Communications Center;
- Robbery or Burglary of a federally insured institution-The Public Safety Communications Center;
- Crime against a diplomat or a member of his/her family-Investigating Officer;
- Extortion by mail, phone, or involving interstate travel-Investigating Officer;
- Theft of federally-owned property-Investigating Officer;
- Kidnapping-Investigating Officer;
- Any crime or intelligence matter affecting the internal security of the United States-Investigating Officer;
- Civil rights violations-Investigating Officer;
- When an in-custody N.C.I.C. inquiry reveals the individual to be wanted by the F.B.I.-Investigating Officer;
- Presidential threats or threats to Secret Service Protectees-Investigating Officer;
- Theft of valuable works of art-Investigating Officer; and
- Burglaries over \$100,000.00 when the property is easily traceable because of its quantity or value-Investigating Officer.

B. National Guard

1. Maryland Public Safety Article § 13-702 provides for the Governor to order the National Guard into service during times of public crisis, disaster, rioting, catastrophe, or natural disasters.
2. By law, only the Chief Executive Officer of a municipality (City

Manager) or County (County Executive) may request National Guard assistance through the Maryland State Police.

3. When authorized by the Governor, the Maryland National Guard will support local law enforcement activities, provide additional communications equipment, assist in evacuation operations and support other operations.

C. N.I.S.T. Police

1. Emergency or non-emergency situations encountered by officers involving the National Institutes of Standards and Technologies (N.I.S.T.) will be coordinated with N.I.S.T. Police, either by radio (the Public Safety Communications Center has radio capability) or by the telephone number listed in the General Orders Phone Number WIP.xlsx.
2. The City Manager will be notified promptly by N.I.S.T. whenever a regulatory reportable event occurs involving the release of chemical/hazardous materials into the environment and that may extend beyond the N.I.S.T. site boundary.