
	<b>GAITHERSBURG POLICE DEPARTMENT</b>		
	<b>Civil Disturbances</b>		
	<b>GENERAL ORDER</b>	<b>1005.1</b>	
<b>Effective Date</b>	<b>05/17/2016</b>	<b>46.1.2</b>	
<b>Authorized by:</b>	<b>Mark P. Sroka</b> CHIEF OF POLICE	SIGNATURE <i>Mark Sroka</i>	DATE <b>05/17/2016</b>

**I. DEPARTMENT POLICY**

The Department has limited resources with which to handle a major civil disturbance occurring entirely or partially within the City, therefore the Department's Civil Disturbance Plan and related procedures are written from the perspective of a first-responder to provide guidance for first-arriving officers to assist them in containing an emergency situation, until additional resources arrive.

Copies of Department Plans are issued to supervisory personnel, and a copy is contained in the Situation Map Box.

The Civil Disturbance Plan is intended to provide guidance in the event officers have to handle a situation exclusively due to the commitment of MCP resources elsewhere or until the arrival of MCP support.

Upon activation/implementation of the MCP Civil Disturbance Plan, the City will defer to the MCP Plan and City officers will adhere to the direction of the officer in-charge of the disturbance, pursuant to the Memorandum of Understanding.

**II. PROCEDURES/GUIDELINES**

**A. Officers Responsibilities**

1. The first unit on the scene will immediately assess the situation and notify PSCC and the on duty supervisor, reporting their assessment.
2. The first arriving officer should establish a staging area and direct all responding units to the staging area while advising them of existing hazards and a safe method of entry to the scene.
3. Officers will establish a preliminary command post and advise PSCC of the exact location.
4. The most senior officer will assume the position of incident commander until relieved.

1. All officers will maintain radio discipline, remaining on the primary radio talk group of the district of occurrence.

**B. Supervisors Responsibilities**

1. The on duty supervisor will request an alternate radio channel through PSCC, if deemed necessary.
2. The on duty supervisor will establish a long term command post/staging area. The command post should be centrally located, yet a safe distance from the scene, and secured. The police incident command post should be located in conjunction with Fire/Rescue Command Post established to ensure security for the Fire/Rescue Command Post and to ensure accurate and timely information exchange.
3. The supervisor will assume the position of Incident Commander until relieved.
4. The supervisor will institute restricted air if it is not already in effect.
5. The supervisor will notify Command staff about the event.
6. The supervisor will determine the need for the deployment of the Montgomery County Special Events Response Team (SERT)

**C. Legal Ramifications**

1. At the scene of a major civil disturbance, the first arriving officer should avoid making an arrest without appropriate back-up, unless absolutely necessary.
2. After arrests have been made, appropriate charges, and the methods by which they are placed, should be discussed with the supervisor and a representative from the State's Attorney's Office, when practical.

**D. Notification of SERT**

1. Via PSCC, the first arriving officer will request whatever assistance is necessary to contain and control the situation.
2. If the first arriving supervisor believes that resources of SERT are needed they will advise the District Commander or the on duty Montgomery County Watch Commander (Car 10 or Car 11). The final authority to deploy SERT rests with the SERT Commander.

3. In the event that the department has advanced notice of an incident where there may be a potential need for deployment of SERT, the Chief of Police or designee will notify both the sixth District Commander and the SERT Commander to arrange the team be put on alert.

**E. Community Relations / Public Information**

1. If members of the media have begun to gather at or near the disturbance, the first arriving officer will refer all inquiries to the appointed media liaison representative.
2. In their dealings with members of the community, media, or demonstrators or picketers, all officers shall remain objective and act professionally, and refrain from stating personal opinions.

**F. Public Facility Security**

1. If the first arriving officer determines that a public facility's security is threatened, they will request additional officers.
2. PSCC will be requested to notify the security forces in existence for these facilities (W.S.S.C., Washington Gas Light, P.E.P.C.O, and Verizon) for the purpose of the utility company dispatching their security to patrol their respective properties.
3. For the purpose of this directive, "public facilities" in the City will include:
  - City Hall;
  - Public Works;
  - Any facility used by police in which weapons, ammunition, and/or other resources are stored or maintained;
  - Any facility owned/operated by a utility company (i.e., power generating facility; and/or
  - All military recruitment stations.

**G. Traffic Control**

1. When calling for additional officers, the first arriving officer should direct those needed to certain traffic points to keep pedestrian and vehicular traffic away from the affected area.

2. PSCC will be notified of all road closures, regardless of the length of time they will be closed.

**H. Equipment Requirements**

1. The first arriving officer, after assessing the overall situation, will advise responding officers of what equipment they should bring with them.
2. Each officer assisting with the civil disturbance situation will be appropriately equipped with at least:
  - A portable radio,
  - Department-issued pistol and non-lethal weapons,
  - Riot helmet and gas mask; and
  - Ballistic Vest