

	<b>DELMAR POLICE DEPARTMENT</b>	
	<b>Policy 1.10 Emergency Notifications to Supervisors</b>	
	<b>Effective Date: 01/01/15</b>	<b>Replaces: N/A</b>
	<b>Approved: <u>Ivan Barkley</u> Chief of Police</b>	
	<b>Reference: N/A</b>	

## I. POLICY

For the efficient and effective management of the department, it is necessary for command staff to be aware of serious and/or significant incidents. It is therefore the policy of this department that a command officer shall be immediately notified (as soon as practical) when one of the incidents in section IV occurs.

## II. PURPOSE

The purpose of this policy is to provide police officers with guidelines concerning emergency notification to supervisors of serious or significant incidents.

## III. DEFINITIONS

Command Officer: A sworn officer within the department who holds the rank of First Sergeant or above.

Supervisor: A sworn police officer within the department who holds the rank of Corporal or above.

## IV. PROCEDURE

A. In the event of one of the following incidents, the on-call supervisor will be notified. The on-call supervisor will, in-turn, notify a command officer. If for some reason the on-call supervisor cannot be reached, one of the other supervisors will be notified.

1. Injury to any officer;
2. All major felonies;
3. All felony assaults;
4. All crimes against a child (abuse);
5. All accidents with life-threatening injuries;

6. All departmental accidents (on-call supervisor must respond);
7. DOA's
8. All pursuits;
9. Response to Resistance where medical attention is necessary;
10. All sex crimes;
11. Any Civil disturbances;
12. The closing of roads or evacuations due to weather;
13. All search warrants;
14. All drug arrest involving a trafficking charge;
15. Any damage or criminal activity involving town property;
16. Any incident involving a town employee;
17. Jurisdictional problems or questions;
18. Any departmental internal incidents, such as:
  - a) Any criminal or civil dispute
  - b) Violations of:
    - Policies
    - Code of Conduct
    - S.O.P.'s
    - Memorandums

B. On-call supervisor responsibilities shall be rotated among supervisors on a weekly basis. Supervisors assigned to on-call rotation will be at the discretion of the Chief of Police.

C. Any command officer or supervisor who receives a phone call regarding notification of any of the above shall document each call. If compensation is to be received in addition to a supervisors "on-call" status, an overtime sheet will be submitted to and approved by the Chief of Police or designee.