

### 3.2.4.3 Correction Facility Operations



YOUR ORGANIZATION  
STANDARD OPERATING PROCEDURES/GUIDELINES

**TITLE:** Correction Facility Operations

**SECTION/TOPIC:** Special Facilities-Target Hazards

**NUMBER:** 3.2.4.3

**ISSUE DATE:**

**REVISED DATE:**

**PREPARED BY:**

**APPROVED BY:**

X

Preparer

X

Approver

These SOPs/SOGs are based on FEMA guidelines FA-197

#### 1.0 POLICY REFERENCE

CFR

NFPA

NIMS

#### 2.0 PURPOSE

This standard operating procedure/guideline addresses operating at emergency incidents in correctional facilities which may involve safety for personnel, law enforcement coordination and escorts for personnel.

#### 3.0 SCOPE

This SOP/SOG pertains to all personnel in this organization.

#### 4.0 DEFINITIONS

These definitions are pertinent to this SOP/SOG.

#### 5.0 PROCEDURES/GUIDELINES & INFORMATION

##### 5.1 Responding to an Emergency Incident at a Correctional Facility:

This procedure describes the response of fire department companies to a request for assistance

SOP Center

from the City Police Department's Special Assignment Unit (SAU).

The City Police Department may request assistance of the fire department for standby medical assistance during special incidents requiring the response of the Police Special Assignment Unit (SAU). These incidents include barricade and hostage situations, etc. This procedure does not necessarily apply to incidents where injuries have already occurred.

### **Communications**

Due to the critical need for stealth in certain police operations and easy public access to public safety radio communications, all fire department communications on Police SAU incident will be conducted over direct telephone line (99) telephone, MDT and/or face-to-face whenever possible. Units shall avoid any radio traffic in regards to the nature of the incident, address, etc.

### **Deployment**

The nearest ALS fire company and a battalion chief will be dispatched to police SAU operations anywhere in the city. Response will be CODE 2 unless Code 3 is requested by the police department.

The Deployment captain/supervisor will notify the Special Operations Duty Officer and apprise him/her of the situation.

The battalion chief will establish a unified command with the police department. For long-term low-key situations, the battalion chief may choose to assign Fire Command responsibilities to the captain on-scene and depart. The battalion chief shall maintain an appropriate ongoing awareness of site operations to ensure adequate safety and support. For situations of serious nature, the battalion chief will assume Fire Command and remain at the Police Command Post.

### **Sight Operations**

Responding companies will stage at least two blocks from the scene, outside the Police control perimeter, and out of the line of any possible gun fire, or to a staging area designated by the police department. Once companies are staged, the company officer, followed by the battalion chief, will report to the police liaison officer for a briefing on the situation and needs for fire department assistance. If assessment indicates a stable situation with a need for standby only, the BLS company will be released. If the standby is to be of a long duration (more than 2 hours), a rotation of companies should be considered. The battalion chief will arrange a relief schedule in cooperation with Dispatch & Deployment.

If the battalion chief departs, the company officer will notify the battalion chief prior to any planned police assault and/or upgrades in the seriousness of the event and request the return of the battalion chief to the scene.

### **Additional Resource**

The Rehab Unit will be dispatched to the Police staging area Code 2 if requested by personnel on the scene. The Rehab is fully equipped as an ALS unit and extra portable fire and medical radios. The Rehab unit will remain on-site unless needed for a more significant incident elsewhere.

### **Safety**

Fire department response to SAU operations is for standby medical assistance only should a police officer or civilian be injured. Fire personnel WILL NOT become directly involved in assault operations. Fire personnel WILL NOT enter an area that is not secure and safe to enter. If the area is not safe, the police department may have to deliver the patients to Fire personnel at the perimeter.

Should an unexpected event occur (i.e., sudden unexpected gunfire injuring a person), the fire company or Command will request the appropriate additional resource (i.e., rescue, 2-1 medical, etc.).

Should a planned assault be scheduled by SAU, the appropriate backup resources should be requested prior to the assault action. Fire department units should avoid using radios for this request and should use MDT's or telephone. This backup response should respond Code 2 to the selected staging area. Deployment personnel and responding companies must avoid radio traffic relating to the address, etc.

Occasionally, Police will need to use fire department equipment (i.e., ladders, forcible entry tools, etc.). If this equipment is not available at the scene, the fire company or Command will contact the Deployment Center via telephone or MDT. The nearest appropriate fire company that meets the on-site needs will be dispatched via direct telephone ("99"). Radio dispatch must be avoided. The company will report to the designated staging area.

### **5.2 Safety Factors for Personnel:**

### **5.3 Law Enforcement Coordination:**

### **5.4 Escorts for Personnel:**