



SACRAMENTO POLICE DEPARTMENT GENERAL ORDERS



532.07 NOTIFICATION OF MAJOR POLICE OPERATIONS 7-26-17

PURPOSE

The purpose of this policy is to establish procedures for completing an Incident Action Plan (IAP).

POLICY

It shall be the policy of the Sacramento Police Department to establish lines of communication, timely notification, and cooperation within the Department and between this Department and outside agencies to carry out major police operations.

PROCEDURE

A. DEFINITIONS

1. **SPECIAL OPERATIONS** – Including, but not limited to, raids, the service of arrest and search warrants, and surveillance involving four (4) or more officers from one (1) office or more than one (1) office.
2. **MAJOR POLICE OPERATIONS** – Including, but not limited to, labor disputes, civil protests, and public events (e.g., parades, fairs, rallies).

B. GENERAL

1. Major police operations and special operations shall require an IAP. An IAP shall also be required when the action has the potential to evolve into a critical incident in which emergency assistance may be required.
2. This order is directed at planned situations and is not designed to delay officers in the handling of rapidly evolving or special emergency situations. In these situations, officers may enter a call via mobile data computer (MDC) or advise the Communications Center via phone or by radio as time permits.
3. Special and major police operations shall be planned, staffed, and equipped to ensure safety for the public, officers and suspects.
4. Concerned agencies, offices, divisions and section commanders shall be notified in advance of an operation if assistance is required.
5. The supervisor in charge shall
 - a. Review the operation and conduct the necessary planning to minimize the risk to life and property.
 - b. Verify the location and the identity of the participant(s) and/or suspect(s).
 - c. Consider logistical requirements (e.g., transportation, scheduling, size of the event, equipment, food).
 - d. Make the necessary requests for specialized personnel and equipment.
 - e. Provide the necessary equipment to ensure the success of the operation, including safe entry and/or apprehension.
 - f. Confirm the warrant, search conditions, or probable cause for the action.
 - g. Refer to Reference Manual 526.01 (Search Manual) if necessary.

C. COMPLETION GUIDELINE

1. If confidentiality is necessary to ensure officer safety, and with watch commander approval, the supervisor in charge of the operation shall notify the affected office, division, or section commander verbally of the location, officers involved, and circumstances of the operation.
2. IAP's shall be sent to all concerned agencies, offices, divisions, or sections via email, fax machine, or if necessary, hand delivery of a printed copy.



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- a. Primary distribution shall include
 - (1) SPD chiefs.
 - (2) SPD captains.
 - (3) SPD lieutenants.
 - (4) Watch commanders.
 - (5) Communications Center.
 - (6) District sergeant(s).
 - (7) Outside agencies.
 - (8) OOI control desk.
- b. If an IAP or other project appears that it may significantly impact the Records Division through warrants checks via Warrants Radio and/or vehicle tows through Vehicle Update, the section commander, or designee, shall notify a Records Division supervisor as soon as practical (24 hours' notice is preferred) to ensure that adequate staffing is available for the operation.
- c. If the IAP is distributed to the Communications Center and the Office of Operations (OOO), the supervisor shall contact the appropriate OOO district sergeant and watch commander to ensure that the notification has been received.