



# Santa Cruz Consolidated Emergency Communications Center

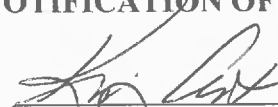
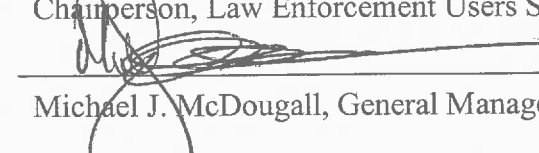
495 Upper Park Road  
Santa Cruz, California 95065  
(831) 471-1000 Fax (831) 471-1010

**9-1-1** FIRE  
POLICE  
MEDICAL



Michael J. McDougall  
General Manager

## COMMUNICATIONS OPERATIONS LAW ENFORCEMENT POLICY

<b>Policy No.</b>	<b>4695</b>	<b>Date Issued:</b>	October 6, 1997
<b>Section:</b>	4600 – Notification and Call- Out Procedures	<b>Date Revised:</b>	February 1, 2007
<b>Accreditation Standards:</b>	None		
<b>SUBJECT: NOTIFICATION OF OFF-DUTY EMPLOYEE INVOLVEMENT</b>			
<b>APPROVED:</b>			
	Chairperson, Law Enforcement Users Subcommittee		
<b>APPROVED:</b>			
	Michael J. McDougall, General Manager		

### 1.0 Policy

For a variety of reasons, it is important for law enforcement agencies to be aware of certain incidents (outside of their jurisdiction) where one or more of their off-duty employees may be involved. The employee(s) may be involved as victims, suspects, witnesses, or simply present at the incident. This information is considered a courtesy and may be used by the agency to provide their employees with aid and comfort, counseling, support, or open an internal investigation. Dispatchers will facilitate the relay of this information only at the direction of the supervisor (or Officer In Charge) of the jurisdictional agency.

### 2.0 Procedure

When a dispatcher or supervisor is aware that an officer employed by a department other than the department with jurisdiction is involved in an active incident, a lead dispatcher or supervisor will inform the jurisdictional agency's patrol supervisor or officer in charge that another department's officer may be involved in the incident.

The patrol supervisor will then make a determination as to what, if any, information is to be relayed to the employing agency's supervisor or watch commander. This notification should not be broadcast over a radio frequency unless that is the only communication method available.