



Santa Cruz Consolidated Emergency Communications Center

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9-1-1 FIRE
POLICE
MEDICAL



Michael J. McDougall
General Manager

COMMUNICATIONS OPERATIONS LAW ENFORCEMENT POLICY

Policy No. 4895	Date Issued: June 1, 1996
Section: 4800 -- Specific Procedures, Continued	Date Revised: August 1, 2005
Accreditation Standards: None	
SUBJECT: SHOTS FIRED	
APPROVED: _____	
Chaitperson, Law Enforcement Users Subcommittee	
APPROVED: _____	
Michael J. McDougall, General Manager	

In-Progress (or occurred within ten minutes) - Actual Shots Being Fired

ALERT 3 ALERT TONE; ALWAYS ASSIGN AN OFFICER AND COVER UNIT (K-9 UNIT IF AVAILABLE); ADVISE PATROL SUPERVISOR; KEEP RADIO CHANNEL CLEAR UNTIL ADVISED BY OFFICER THE SCENE IS CODE 4.

At Residence or Business

- ◆ Address of residence; name of business.
 - Cross streets
- ◆ Any injuries?
 - Have fire and ambulance respond and standby at a safe location until the scene is secure.
- ◆ Time element (are shots still being fired?).
 - Is the victim still being shot at? Take cover under furniture, etc.; away from doors and windows; turn off as many lights as possible without endangering themselves.

- ◆ What direction did the shots come from?
 - Approximate distance.
- ◆ Any suspect or vehicle information.
- ◆ Direction of travel.
- ◆ Is the reporting party a victim or witness?
- ◆ Anyone else with the RP in building being shot at?
- ◆ Does anyone in building have weapons?

Keep the reporting party on the phone until officers arrive on scene and are able to contact the victim. Keep the responding officers updated with current information.

When appropriate, the patrol supervisor can request that PROJECT ROPE be activated. When sufficient information is received from the investigating officer, broadcast a county-wide BOL.

Shots Fired at an Officer

If an officer in the field advises s/he is being shot at, use an alert 3 alert tone and dispatch cover units immediately. Be sure to broadcast the officer's exact location. Attempt to ascertain where the suspect is, suspect description, type of weapon used, any injuries.

IMMEDIATELY NOTIFY THE PATROL SUPERVISOR. FIRE AND AMBULANCE SHOULD RESPOND AND STANDBY AT A SAFE LOCATION UNTIL THE SCENE IS CODE 4.

Make additional notifications as requested by the involved officers or patrol supervisor.

Shots Heard

Obtain the following from the reporting party:

- ◆ Location/area of occurrence
- ◆ Time element
- ◆ Number of shots heard; any vehicles heard; any suspicious noises-subjects yelling, etc.
- ◆ Direction of shots heard

- ◆ Type of weapon

Patrol units will be dispatched to reports of shots heard with no related violence in the following cases:

- ◆ Occurring in a "no shoot" area.
- ◆ Occurring within 150 yards of any occupied building.
- ◆ Shooting towards or across a road or highway.
- ◆ Shooting at unoccupied buildings or vehicles for the purposes of vandalism reported by the property or vehicle owner.
- ◆ Shooting while trespassing.
- ◆ Shooting as a means of harassment or as a method of creating excessive noise in a populated area.
- ◆ Shooting at livestock or other domesticated animals.

When appropriate, assign a unit and a cover unit. Advise the officer of the above information and the number of calls received.

Cold Report

Obtain the following information:

- ◆ Location
- ◆ Time element
- ◆ Any suspect/vehicle information

Dispatch the appropriate beat officer to take the report.