



POLICE DEPARTMENT
COUNTY OF NASSAU, NEW YORK

INTERNAL CORRESPONDENCE

DATE: January 21, 1998 SNCC NO:
TO: All Supervisors
FROM: Commanding Officer, Bureau of Special Operations
SUBJECT: **OFF HOURS CALL OUT**

1. The Communications Bureau maintains a list of the supervisory staff of the Bureau of Special Operations in the event of an incident requiring the response of the Bureau of Special Operations during non-office hours. That list is headed by the Commanding Officer, the Deputy Commanding Officer, Lieutenants (alphabetically), and Sergeants (alphabetically, residing in the County - alphabetically, residing out of County). It directs the Communication Bureau Supervisor to begin at the top and go down until someone is reached.

2. If you are contacted by the Communication Bureau Supervisor:

- a. Conduct a preliminary investigation to verify that the response is necessary. (It is my experience that, many times, the response should be Emergency Services Unit.)
Example: Contact Precinct Desk Officer, Patrol Supervisor at the scene.
- b. **THE PROTECTION OF LIFE IS YOUR PRIMARY CONCERN. A RAPID, CONTROLLED RESPONSE OF THE TRAINED, EQUIPPED OFFICERS WILL BE YOUR RESPONSIBILITY.** The preliminary minimal response to a scene should consist of two (2) supervisors and ten (10) Police Officers. The Police Officers shall function in various capacities which may include room entry team members, perimeter team members, vehicle security, equipment distribution, etc. This is only a guideline and may be adjusted up or down based on the specific facts of the particular scene. These factors may include, but are not limited to, type of situation, whether subject(s) are armed and if so nature of the weapons, location of the scene, type of building, weather conditions, deployment by other Units, etc. The first Supervisor shall make this determination based on the initial facts he receives. The number of Officers called out can be re-adjusted up or down once the Supervisor responds and can make an on-scene evaluation. **COMMON SENSE WILL DICTATE YOUR RESPONSE.** The only time a squad assignment should be an important concern is Monday night to Tuesday morning.

- c. Generally, necessary equipment must be delivered
 - 1. Department Vehicle 950 (Primary Importance)
 - 2. Department Vehicle 999
 - 3. Department Vehicle 929
- d. Direct the expeditious response of supervisors and officers to the scene. Verify who is calling other members.

3. ALL SUPERVISORS SHOULD BE AWARE OF THE SKILLS of our officers and the requirements at a Hostage/Barricade scene. Among the criteria to be considered:

- a. Is residence in proximity to place of occurrence.
- b. Skills of officers (Shield, MP-5, Counter-Sniper, 999)
- c. Physical Training Certified

NEVER THE EQUITABLE DISTRIBUTION OF OVERTIME.

- 4. These factors are guidelines only and not to be strictly construed.
- 5. Once at the scene, the ranking member should concern himself with establishing liaison with Patrol units, Detective units and Negotiators. The scene should be evaluated to anticipate needs.



Arthur Thompson
Deputy Inspector