BALTIMORE CITY PUBLIC SCHOOLS

GENERAL ORDER 10-17
SECTION E-2

PROCEDURE FOR ASSISTING AN OFFICER CALL
Revisions Approved: June 12, 2018
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This General Order contains the following numbered sections:

I. Directive
II. Purpose
III. General
IV. Required Action
V. Effective Date

I. DIRECTIVE

It is the intent of this department to provide an appropriate level of controlled response to an officer in need of assistance. In responding to an "assist an officer call" all members shall proceed in such a manner as to minimize the risk of injury to members of the Department and the community.

II. PURPOSE

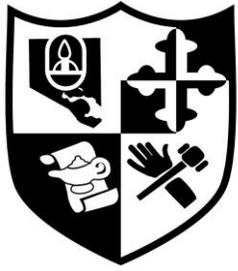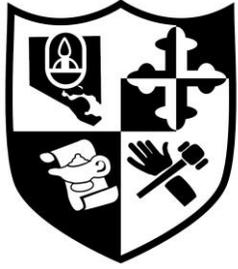To recodify and establish existing departmental procedures for responding to an "assist an officer call".

III. GENERAL

The advent of the portable transceiver has ensured an instant and continuous communication capability for field officers. Officers requiring immediate aid can request assistance utilizing the portable transceiver and expect a rapid response

IV. REQUIRED ACTION

An "assist an officer call," or "Signal 13", may be initiated either by a telephone call to the dispatcher or by an officer in the field. In either instance the dispatcher shall transmit a "Signal 13" in the following manner:

A. A unique alert tone followed by a voice broadcast "Signal 13" and the location.
        1. The dispatcher shall then assign (acknowledge) one primary unit

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and one backup unit, plus a designated supervisory unit to respond to the scene.

2. Assigned units shall proceed to the scene in an expeditious and safe manner. It is incumbent upon the driver of any departmental vehicle to remain alert to road conditions at all times and to slow down at all intersections. Further, when crossing against traffic signal lights or arterial stop signs, the vehicle must stop if the signal light is red and it is not clear to proceed and may not proceed until it is safe to do so.

3. After the primary unit and backup unit have been dispatched, any other departmental units in the immediate vicinity that intend to respond must notify the dispatcher of their unit number and location and receive specific acknowledgement and approval from the dispatcher prior to responding.

4. These units, when responding, shall obey all traffic regulations and shall proceed with caution consistent with intent.

5. The dispatcher shall deny requests to respond when distance precludes reasonable response capability from area not proximal to the incident.

6. It shall be the responsibility of the first unit on the scene, to advise the dispatcher of the status of the call; if unfounded, if no additional units are needed, if additional units are needed, and whether a cruising patrol is required.

7. The dispatcher, upon receiving information that the call is unfounded or no additional help is needed, shall immediately simulcast a 10-32, "Sufficient units on the scene at _____. Return to your assignments."

8. Upon cancellation of the assist by the dispatcher, all responding units and all units at the scene who are not needed shall immediately return to their assignments.

9. It shall be the primary responsibility of the supervisor dispatched to the scene to ensure the policy of controlled response is adhered to by field units and to expedite the return to service of all vehicles not required at the location of the assist.

10. Supervisors shall also identify, for appropriate remedial action, units failing to discontinue response after a 10-32 has been

broadcast by the dispatcher.

V.   <u>EFFECTIVE DATE</u>

This Order shall be effective on the date of publication.

I certify that I have read and fully understand this Order.

Signature_____   Date_____