


<b>HVERFORD TOWNSHIP POLICE DEPARTMENT OPERATIONS MANUAL</b>		
<b>Issue Date</b> February 2021	<b>Review Date</b> February 2022	<b>Directive Number</b> <b>2.2.3</b>
<b>Accreditation Index:</b> 2.2.1		<b>Rescinds:</b> Directive 2.2.3 of November 2019
<b>Section:</b> Two – Law enforcement Function	<b>Chapter:</b> Two – Unusual Occurrences	
<b>Chief of Police:</b> <i>John F. Viola</i>		

**SUBJECT: BARRICADED PERSON/HOSTAGE SITUATIONS**

**I. PURPOSE**

The purpose of this directive is to provide general guidelines for handling barricaded person/hostage situations.

**II. POLICY**

In barricaded person/hostage situations it shall be the policy of the Haverford Township Police Department to consider the lives of the hostages, civilians and officers involved to be of the utmost importance; whenever possible, to enhance the prospects of peacefully resolving the incident through communication with the suspect; whenever possible, to develop and maintain the ability to use alternative approaches to resolve the incident should communications fail; and in hostage situations, to make every reasonable effort to effect the safe release of the hostages.

**III. DEFINITONS**

**Barricaded Person** – Any individual who is reasonably believed to be a threat to commit serious bodily injury or death to hostages, officers or others in the community and who is in a stronghold position.

**Hostage** – Any person held by another against his/her will by force or threat of force, expressed or implied.

**Incident Commander** – shall be the lieutenant of the Staff Services Division, or the lieutenant so designated by the Chief of Police to assume these duties.

**Tactical Team Commander** – shall be the sergeant of the Special Operations Unit, or as designated by the Chief of Police.

#### **IV. PROCEDURES**

##### **A. Patrol Officer Responsibilities**

Patrol Officers confronting barricaded person/hostage situations shall not initiate tactical actions other than those necessary to protect the lives and safety of themselves or others consistent with the Department's use of force policy. Officers shall:

1. Notify a supervisor of the incident and the circumstances.
2. Contain and isolate the incident scene, establishing an inner containment perimeter to provide a reasonable degree of safety while maintaining contact with the incident scene.
3. Whenever possible, evacuate occupants of affected residences and/or businesses to a point of safety.
4. Reroute pedestrian and vehicular traffic around the critical area.
5. Relate all available information to the first supervisor to arrive at the scene.
6. Establish a temporary command post following guidelines for command posts in Directive 2.2.1 and notify the Communications Center of the exact location of this post.

##### **B. Patrol Supervisor Responsibilities**

1. Establish a temporary command post upon arrival; in the event that one has not previously been established by first responding officers; informing the Communications Center of the exact location of this command post.
2. Assign an officer to record all actions taken by assigned personnel, to include arrival and departure of equipment and personnel and/or types of assistance requested, etc.
3. Shall have the authority to order the Special Response Team (SRT) and Hostage Communications Team to respond to the scene.
4. Notify the Incident Commander of the incident and request him/her to respond to the scene to assume command.
5. Ensure an inner and outer perimeter is implemented.

6. Ensure the evacuation of persons out of the critical areas to a place of safety.
7. Consult with and carry out any additional duties as may be assigned by the Incident Commander.

C. Incident Commander Responsibilities

1. Upon arrival at the scene, assume command of all personnel.
2. Shall establish the location of a permanent command post and advise the Communications Center of the exact location.
3. Work with the Tactical Team Commander to develop operational plans to include; equipment needs; personnel needs, fire equipment and personnel needs; other agency equipment and personnel necessary, such as utility companies, etc.
4. Maintain close communications with the Hostage Communications Team, making all decisions and be the final authority in the negotiations process.
5. Be the authority for ordering the Tactical Commander to begin an operational plan which may include use of force. Ensure that deadly force is used only as a last resort.
6. Designate a press release officer for liaison with the news media.
7. Ensure that all necessary reports are completed by all personnel and submitted to the investigators assigned to the incident.

D. Tactical Commander Responsibilities

1. Shall be responsible for the notification of necessary SRT members to respond to the incident.
2. Ensure that all necessary SRT equipment and vehicles are brought to the scene.
3. Report to the Incident Commander at the command post upon arrival at the scene.
4. Be responsible for securing the area and/or building where the suspect is located and maintain containment, utilizing SRT members, supplemented with Patrol Division officers if necessary.
5. Assist the Incident Commander in assessing the situation and formulate tactical alternatives should communications with the suspect fail to resolve the incident.

6. When ordered by the Incident Commander, be responsible for the commencement of operational plans designed to end the incident.
  - a. This may include assault operations with SRT personnel designed to free hostages and bring to an end the offender's criminal activity.
  - b. This may also require the use of deadly force to end the offender's criminal activity and save lives of those in harms way.
7. Ensure all required reports concerning the incident are completed and forwarded to the investigators assigned to the incident.

E. Special Response Team Member Responsibilities

1. When ordered to duty, report to the Tactical Commander for assignment.
2. Containment of the suspect to the secured area or building.
3. Carry out tactical plans and tactics established by the Tactical Commander to end the incident and preserve the lives of hostages, etc.
4. Comply with all orders, assignments, etc. issued by the Tactical Commander.

F. Hostage Communications Team Responsibilities

1. When ordered to duty, report to the Incident Commander for briefing.
2. Provide trained primary and secondary negotiators and, if available and necessary, a negotiations investigator.
3. Provide any requested assistance to the Incident Commander.
4. Obtain all pertinent information about the hostage taker, the hostages, hostage site and other barricaded suspects.
5. Establish a location to interview witnesses, released hostages, etc.
6. Debrief hostages following the incident.
7. Ensure all required reports concerning the incident are completed and forwarded to the investigators assigned to the incident.

G. Investigator Responsibilities

1. When ordered to duty, report to the Incident Commander for briefing and assignment.
2. Assist the Hostage Communications Team as needed.
3. Following the conclusion of the incident, process the crime scene.
4. Conduct a thorough investigation and submit a complete report detailing the entire incident. Ensure that all required supplemental reports from personnel assigned to the incident are completed and made part of the investigative report.

**BY ORDER OF THE CHIEF OF POLICE**