

## **5-06/020.70 - Emergency Arrest, Booking, and Identification Procedures**

Emergency arrest, booking, and identification procedures shall be utilized during a civil disturbance or any other emergency situation where large numbers of arrests are anticipated.

The "Field Arrest - I.D. - Booking Report - Probable Cause Declaration" form includes, as the name implies, the booking and property record, first report, and probable cause declaration. Refer to EOP 4-8 for emergency arrest procedures and field booking procedures. Refer to EOP 4-4 for logistical issues related to field arrest procedures. (The form and flex cuffs should be used together.)

For preplanned events, a field booking team may be activated by the Emergency Operations Bureau on the authority of the designated incident commander.

During a spontaneous event, the field booking team may be activated at the direction of the concerned unit commander; however, when making that decision, the unit commander should recognize that several hours will elapse between activation and deployment.

Upon initiating the emergency arrest, booking and identification procedures, the responsible area commander or the unit commander in the case of a spontaneous event shall cause the following to be alerted of the possible or actual activation:

- Commander, Emergency Operations Bureau;
- Watch commander, IRC/Central Jail;
- Watch commander, CRDF; and Sybil Brand Institute; and
- Watch commander, Transportation Bureau.

In all cases, notify SHB for operations log entry.

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