

4-01/001.04 Emergency Response Team

PURPOSE OF ORDER:

The purpose of this order is to establish procedures for the activation and deployment of an Emergency Response Team (ERT).

SCOPE OF ORDER:

This order shall apply to all personnel assigned to and/or working in any capacity at the Inmate Reception Center (IRC).

ORDER:

The IRC ERT is the designated (internal) emergency response for any incident requiring immediate deployment of additional personnel. These incidents may include, but are not limited to, disturbances, fires, evacuations, escapes, riots, and supplemental security for unusual occurrences.

ACTIVATION

The ERT may be activated by any custody personnel for any perceived emergency. Responding supervisors shall evaluate the validity of the ERT request and make any appropriate adjustments.

Requests to deploy the IRC ERT to other units shall be made to the IRC watch commander.

The IRC ERT can be activated through the facility's public address (P.A.) system and/or via a radio broadcast. Upon activation, assigned ERT members shall don the appropriate equipment (i.e., [REDACTED TEXT]) and assemble in the designated staging area.

TEAM CONFIGURATION

The ERT shall be composed of personnel taken from the daily in-service sheet. Only personnel trained and certified with the various tactical weaponry shall be authorized to carry and deploy those weapons. A current list of personnel trained in the various weapons is maintained in the IRC training office.

The first floor main control watch deputy is responsible for indicating the ERT status of all personnel on each shift on the daily in-service. Personnel assigned to the ERT will have their assigned team number placed in the ERT column next to the employee's name on the in-service. An ERT roster is attached to the daily in-service to inform each team member of their assigned ordinance or position on the team.

An ERT consists of, at a minimum, [REDACTED TEXT] ERTs deployed within a custody facility shall be constituted as follows:

- [REDACTED TEXT]

An ERT may consist of more personnel with additional weapons, depending on the severity of the incident.

NOTE: Custody assistants ***SHALL NOT*** be assigned to ERTs deploying outside of a custody facility.

IDENTIFICATION OF PERSONNEL

- In an effort to protect facility staff against doxing (the gathering of an individual's personally identifying information and disclosing or posting it publically, usually for malicious purposes), Department personnel have been authorized to use unique identifying information in lieu of the Department member's name tag. This alternative method of identification, substituting badge numbers instead of name tags, is only to be used during emergencies or unusual occurrences, including but not limited to, civil unrest, protests, major disasters, and large scale criminal activity (e.g. "flash mob").
- The IRC Training Unit shall be responsible for ensuring white adhesive numbers are used for the

purposes of displaying the employees' **badge** numbers on the front and back of their Department-issued duty helmets in a clearly visible manner. All personnel who respond outside the facility shall be responsible for affixing numbers to their helmets prior to deployments. Adhesive numbers shall be one-inch tall and bright white in color. All orders should be placed through the NCCF Print Shop [REDACTED TEXT]

- Only disposable, black, adhesive rectangular strips shall be used for the purpose of covering name tags on outerwear (uniforms, outer vests, jackets) visible during field responses. If wearing a Class A uniform, nameplates should be removed. Name tags shall not be covered or nameplates removed while working inside the facility or while interacting with the public during routine duties.

ERT RESPONSES OUTSIDE THE [REDACTED TEXT]

- Incident commanders (designated as the facility watch commander) will be rotated among the Basin facilities and assigned based upon shift: [REDACTED TEXT] In the event the assigned facility watch commander is unable to respond due to an emergency within their respective facility, the facility from the proceeding shift will provide their on-duty watch commander to assume the role until properly relieved.
- The incident commander or designee is responsible for contacting the South Court Services Transportation(CST) watch commander [REDACTED TEXT] and requesting the deployment of a CST bus onto [REDACTED TEXT], if needed.
- Coordination shall be made for the use of the yellow crowd control coil barriers by responding ERTs. [REDACTED TEXT] Coils for MCJ/TTCF/IRC are stored in the [REDACTED TEXT] The location is secured by a combination lock and accessible through a combination code provided by the facility watch sergeant.
- [REDACTED TEXT]

PERSONAL PROTECTION AND SAFETY EQUIPMENT

Each member of the ERT shall have the following personal safety equipment available:

- [REDACTED TEXT]

Additional support equipment may be required depending on the nature of the event.

ERT members deployed as a Field Response Team shall have, at a minimum, the following equipment:

- [REDACTED TEXT]

The watch commander shall use their discretion in requiring additional equipment based on the nature of the incident.

IRC 08/08/2022

IRC 02/09/2021

IRC 10/14/2020
