



VIA TRANSIT POLICE DEPARTMENT

Standard Operating Procedures



Section 800 Emergency Operations Plan

Office with Primary Responsibility:	COP	Effective Date: Prior Revision Date:	May 17, 2019 New
Office(s) with Secondary Responsibilities:		Number of Pages:	
Forms Referenced in Procedure:	Disaster List of all Department Personnel	Related Procedures:	SOP Sections 801-810 inclusive

.01 INTRODUCTION

- A. Situations and incidents can be of such seriousness in nature or large in scope that exceed the resources of first responders, the affected shift of officers as well as the entire VIA Transit Police Department. These situations may necessitate the request of aid from the VIA Metropolitan Transit Authority as a controlling entity or from other departments, agencies or governmental entities. These incidents include but are not limited to unusual occurrences, natural or man-made disasters, domestic terrorism, hazardous materials or disease exposure, civil disturbances, crowd control events or explosive device calls.
- B. Mobilization of personnel and changes of process caused by loss of facilities may be needed due to the seriousness or duration of the event. Effective control depends upon the immediate activation and deployment of police manpower and resources to allow the VIA Transit Police Department to quickly re-establish order, provide assistance to or request assistance from other agencies. Decisions by trained Supervisors and Command Staff are essential to minimize loss of life and eventual restoration to normal conditions.
- C. All large emergency situations shall be handled by using the Incident Command System and in accordance with the procedures contained within SOP sections contained within the 800 series.
- D. The Transit Police Emergency Operations Plan guides the actions and procedures of the Transit Police Department and is designed to operate in conjunction with the Emergency Operations Plan of VIA Metropolitan Transit produced and maintained by the VIA Metropolitan Transit Emergency Manager.

.02 EMERGENCY OPERATIONS PLAN CONTENTS

- A. The Emergency Operations Plan of VIA Transit Police Department consists of:
 1. All SOP Sections 801 through 810.
 2. A current Disaster List of all Department Personnel to include residence addresses, emergency contacts and phone numbers
- B. The Emergency Operations Plan may be considered to be complete in both hard copy and electronic form on the shared Police Common Folder.

.03 EMERGENCY OPERATIONS PLAN DEFINITIONS AND REFERENCE GUIDE

- A. **Incident Command System:** ICS is a standardized, on-scene, all-hazard incident management concept. ICS allows its users to adopt an integrated organizational structure to match the complexities and demands of single or multiple incidents and integrate other agencies efficiently and effectively. Use of the Incident Command System is outlined in SOP Section 801 *Incident Command System*.
- B. **Unusual Occurrence:** An Unusual Occurrence is a critical incident that escalates to such a magnitude it cannot be resolved by critical incident response teams or by the common patrol or police resources per procedure. Unusual Occurrences are declared by the Incident Commander. Unusual Occurrences are handled per SOP Section 802 *Unusual Occurrences / Critical Incidents*.
- C. **Active Shooter Incident / Hostage-Barricade Crisis:** Incidents where “one or more subjects participate in a random or systematic shooting / killing spree, demonstrating their intent to continuously harm others. An Active Shooter’s



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overriding objective appears to be that of inflicting death or serious bodily injury on a mass scale, rather than criminal conduct such as robbery, kidnapping, etc.” Active Shooter Incidents are handled in compliance with SOP Section 803 *Active Shooter Incidents*.

- D. **Mobilization:** Mobilization is the process designed to provide an immediate and organized recall of personnel necessary to deal with those situations which are of such magnitude the on-duty manpower is insufficient to manage the incident. Additionally, Mobilization could include requests for support from other agencies through mutual aid agreements. Mobilization is handled per SOP Section *804 Mobilization- Recall of Personnel*.
- E. **Terrorism Preparedness:** The VIA Metropolitan Transit System shall be considered critical infrastructure and a potential high-profile target for potential terrorist activity. Terrorism Preparedness means the VIA Transit Police Department’s levels of preparedness for possible terrorist activities within the Transit System and to VIA Metropolitan Transit personnel or facilities. Possible terrorist activities range from rumors of terrorism to actual acts of terrorism being carried out. Terrorism Preparedness is guided by SOP Section *805 Terrorism Preparedness*.
- F. **Severe Weather:** Severe weather and/or flash floods create extreme hazards to life, damage to buildings, covered low water crossings and/or debris blocking roadways mandate the need for a proper response during severe weather conditions. Severe Weather procedures are covered in SOP Section *806 Severe Weather*.
- G. **Communicable Diseases:** Events that expose citizens, employee, customers, or officers to blood-borne pathogens, infectious materials, communicable diseases, or WMD/Hazardous Materials. Guidelines to handle these types of incidents are contained in SOP Section *807 Exposure to Communicable Diseases*.
- H. **Continuation of Operations (COOP):** Incidents that cause interruptions to daily operations through any temporary or prolonged loss of facilities and the requirement to keep service provision through the incident. Continuation of Operations directives are contained in SOP Section *808 Continuation of Operations and Loss of Facilities*.
- I. **Bomb Incidents:** Police calls for incidents involving bomb threats, suspicious packages, possible explosive devices and/suspected detonations of explosive devices. Guidelines for the handling of Bomb Incidents are contained in SOP Section *809 Bomb Incidents*.
- J. **Crowd Control / Mass Arrests:** Persons assembled to take part in civic events, community functions and peaceful and lawful demonstrations. VA Transit Police may be called up to provide direction, control, and security in the best interest of the health, safety, and order of the Transit System. The Department is committed to the protection of the constitutional rights of persons and groups and may be called upon to respond to spontaneous events as planned events and their contingencies. Crowd Control and multiple arrests are handled per SOP Section *810 Crowd Control and Events Management*.

.05 PERSONNEL RESPONSIBILITIES

- A. All Department Personnel are responsible for receipt and acknowledgement of all SOP sections 801-810.
- B. All Department Personnel are responsible to report changes to their residence address, emergency contact or phone number as outlined in SOP 200 **Code of Conduct** 3.10 *Current Address and Phone Number*.
- C. All Supervisory and Command Staff Personnel are responsible for maintaining a personal printed copy of the Emergency Operations Plan for their use while on-duty and for the ability to view the current Emergency Operations Plan on the shared Police Common Folder.

.06 REVIEW AND MAINTENANCE SCHEDULE

- A. The Disaster List of all Department Personnel is updated whenever a department member’s information is updated per procedure. The Disaster List of all Department Personnel is reviewed for accuracy every 6 months.
- B. Individual SOP Sections 801-810 are reviewed for accuracy and updates once per year.



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- C. The Emergency Operations Plan in its entirety is reviewed for accuracy and updates once per year.