

# GENERAL ORDER



Title	<b>Emergency Response Plan</b>	
Topic/Number	<b>GO-OPS-803.04</b>	
Effective Date	<b>August 27, 2003</b>	Distribution
Replaces/Rescinds	<b>GO-OPS-803.04 (Emergency Response Plan)</b>	
		<b>B</b>

## DISTRICT OF COLUMBIA

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### I. BACKGROUND

In emergency situations that affect public safety, law enforcement will be among the first responding agencies. In the District of Columbia, residents, businesses and visitors depend on the Metropolitan Police Department (MPD) to ensure the protection of life and property. The MPD responds to all threats to public safety occurring within the city, while simultaneously providing basic police services in neighborhoods. It is essential that MPD be prepared to maximize resources and capabilities, to ensure that critical tasks are undertaken efficiently and effectively when a major threat to public safety exists.

The Metropolitan Police Department Emergency Response Plan (Attachment A) is the standard used to set an appropriate threat Response Level. A Response Level is required during threat conditions, such as terrorist activity, civil disturbance, natural catastrophe, severe weather or other emergencies that affect the safety and security of the visitors to and residents of the District of Columbia.

In addition, the Public Emergency Amendment Act of 2002 releases members acting in good faith from liability for damages that arise from actions taken, within the scope of the member's employment or voluntary service, to implement provisions of the District of Columbia Response Plan.

### II. POLICY

The policy of the Metropolitan Police Department is to set an appropriate Department Response Level based on present and known threats. The Chief of Police, or his/her designee, will determine the Response Level. The Response Level shall ensure a state of readiness that permits a comprehensive, coordinated response. This response is designed to provide for the staffing, assignment, and deployment of members, while coordinating activities with District of Columbia agencies, neighboring jurisdictions and federal agencies.

**III. DEFINITIONS**

When used in this directive, the following terms shall have the meaning designated:

1. **MPD Response Level** - A Department response that is based on information known at the present time. When the Response Level is elevated procedures not enacted while in a lower level shall be reconsidered. The designated actions within each level do not need to be implemented in sequence. The actions for personnel, facilities and operations are identified for each Response Level in the Metropolitan Police Department Emergency Response Plan. (CALEA 46.1.2)
2. **Major Threat to Public Safety** - An emergency situation that affects the safety and security of the District of Columbia including but not limited to, terrorist activity, civil disturbance, natural catastrophe and weather emergencies.
3. **Response Level Green** - No credible risk of a threat to public safety. Routine security is implemented to preclude criminal threats.
4. **Response Level Blue** - A general risk to public safety with no credible threats to specific targets.
5. **Response Level Yellow** - A predictable or significant possibility of a major threat to public safety. On-duty personnel will primarily be used with limited disruption to normal police operations. (CALEA 46.1.8-b)
6. **Response Level Orange** - Information or intelligence indicates that a major threat to public safety is imminent. Suspension of regular assignments and temporary reassignment of personnel may or will be required. (CALEA 46.1.8-b)
7. **Response Level Red** - A major threat to public safety is in progress or has occurred. Suspension of non-emergency police services and temporary reassignment of personnel may result. (CALEA 46.1.8-b)
8. **Synchronized Operations Command Complex (SOCC)** - The Department's primary liaison and coordination point with the District of Columbia Emergency Management Agency and local and federal law enforcement agencies on matters relating to mutual operations and resource needs. The SOCC is comprised of three centers – Joint Operations Command Center (JOCC), Command Information Center (CIC), and Intelligence Operations Center (IOC).

**IV. REGULATIONS (CALEA 46.1.7)**

- A. All members shall provide updated Department issued cellular phone and pager information, in addition to personal information as required by Department directive GO-PER-201.14 (Residency Requirements).

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- [REDACTED]
- [REDACTED]
- [REDACTED]
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- [REDACTED]
- [REDACTED]

**V. PROCEDURAL GUIDELINES (CALEA 46.1.8-i)**

- A. In the event of a public safety emergency, or when recalled by a MPD official, each member shall:
  - 1. Immediately begin monitoring City Wide 1 on his/her take home radio.
  - 2. Respond to his/her organizational element, or other designated location, or the nearest MPD facility and perform the duties assigned to him/her. (CALEA 46.1.8-c)
  - 3. If unable to respond within two hours of a recall, immediately notify:
    - a. His/her organizational element; or
    - b. The official staffing the SOCC or JOCC.

4. Ensure that all issued emergency equipment is readily available. (CALEA 46.1.8-d)

B. Commanding Officers shall:



2. When advised of the elevation/de-elevation of the threat level to public safety and appropriate MPD Response Level, ensure immediate notification to members of his/her command.
3. Maintain and make accessible an accurate recall list of members of his/her command, to include:
  - a. Home telephone number;
  - b. Home address;
  - c. Department issued cellular phones and pagers, when applicable; and
  - d. Updated emergency notification information.
4. Forward a copy of the updated recall list to the Director, Human Services Division on the first Monday of each month.
5. Establish procedures for the recall of members in his/her command, in accordance with Department directive GO-OPS-803.01 (Emergency Notification of Personnel to Return to Duty). (CALEA 46.1.8-g)

Note: As designated by the Chief of Police, or his/her designee, through the Public Information Officer, radio and television may be used to recall members when the Emergency Response Plan Level Orange or Level Red is activated. The announcement shall state the following: "All members of the Metropolitan Police Department are notified that the Emergency Response Plan, (state whether Response Level Orange or Response Level Red) is now activated, sworn members and essential civilians (or selected personnel) of the Department are to report immediately to their unit (or other designated location)." (CALEA 46.1.8-a)

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- [REDACTED]

- C. The Director, Human Services Division shall:
1. Update and maintain the Department Master Recall List;
  2. On the first business day of January, April, July and October, distribute the Department Master Recall List to:
    - a. Assistant Chiefs;
    - b. Senior Executive Directors; and
    - c. The SOCC.

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

- E. Senior Executive Director In-Charge, Corporate Support, shall ensure:
1. All Department facilities have an evacuation plan in the event of an emergency; and
  2. Security of the Headquarters complex.

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- [REDACTED]

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- [REDACTED]
- [REDACTED]



- H. The Chief of Police, or his/her designee, will: (CALEA 46.1.8-i)
  - 1. Elevate/de-elevate the MPD Response Level in light of present and known information regarding the National Threat Level and the District of Columbia Alert Level.
  - 2. Upon elevation/de-elevation of the MPD Response Level, determine the appropriate actions to be implemented from the corresponding Response Level;
  - 3. Ensure immediate notification to members when:
    - a. The Response Level has been elevated/de-elevated;
    - b. Recalled to duty; and (CALEA 46.1.8-a)
    - c. Suspension of, or upon the rescission of the suspension of the Collective Bargaining Agreement.
  - 4. Upon elevation/de-elevation of the MPD Response Level, ensure communication and coordination with District of Columbia and Federal agencies, to include emergency management agencies. (CALEA 46.1.8-g)

**VI. CROSS REFERENCES**

- 1. GO-OMA-101.00 (Directives System)
- 2. GO-PER-110.11 (Uniforms and Equipment)
- 3. GO-OPS-802.01 (Major Disasters and Attack Warnings)
- 3. GO-PER-803.01 (Emergency Notification of Personnel to Return To Duty)
- 4. GO-OPS-201.14 (Residency Requirements)
- 5. GO-RAR-310.04 (Council of Governments Police Mutual Aid Agreement)

6. District Response Plan
7. Metropolitan Police Department Operational Contingency Plan (Lieutenants and above)

// SIGNED //  
Charles H. Ramsey  
Chief of Police

Attachments

CHR:NMJ:MAR:JH:mcw



# **METROPOLITAN POLICE DEPARTMENT** **EMERGENCY RESPONSE PLAN**

The attached Emergency Response Plan Matrix contains general actions that may be taken when each Response Level is implemented. The Matrix serves as a guideline for expected actions, but does not limit additional actions the Metropolitan Police Department (MPD) deems necessary. Conversely, not every action listed within a Response Level may necessarily be utilized. The Chief of Police, or his/her designee, may choose the action(s) to be implemented to address encountered or anticipated threat(s). Each Response Level assumes implementation of the procedures from the preceding level.

The MPD, **Operational Contingency Plan**, including the **MPD Personnel Contingency Plan**, **MPD Resource Guide** and the **District Response Plan: Terrorism Annex (specifically Emergency Support Function 13)**, shall be used, in conjunction with the elevation of the Response Level. The MPD Operational Contingency Plan shall be issued to members of the rank of Sergeant and above and shall be used as a manual to implement procedures required when the threat level is elevated or de-elevated.

## Threat Designation Response Levels

<b>(RED)</b> <b>A MAJOR THREAT TO PUBLIC SAFETY IS IN PROGRESS OR HAS OCCURRED"</b>
<b>(ORANGE)</b> <b>INFORMATION/INTELLIGENCE INDICATING THAT A MAJOR THREAT TO PUBLIC SAFETY IS IMMINENT</b>
<b>(YELLOW)</b> <b>A SIGNIFICANT POSSIBLITY OF A MAJOR THREAT TO PUBLIC SAFETY</b>
<b>(BLUE)</b> <b>A GENERAL RISK TO PUBLIC SAFETY WITH NO CREDIBLE THREATS TO SPECIFIC TARGETS</b>
<b>(GREEN)</b> <b>NO CREDIBLE RISK OF A THREAT TO PUBLIC SAFETY, ROUTINE SECURITY IS IMPLEMENTED, NORMAL DEPARTMENTAL ACTIVITIES CONTINUE</b>

## RESPONSE LEVEL RED

<b>DEFINITION</b>	<p style="text-align: center;"><b><u>“A MAJOR THREAT TO PUBLIC SAFETY IS IN PROGRESS OR HAS OCCURRED”</u></b></p> <p style="text-align: center;">(CONTINUE RESPONSES INITIATED IN LOWER THREAT CONDITIONS)</p>
<b>PERSONNEL</b>	<ul style="list-style-type: none"> <li>• Department fully mobilized through recall of selected sworn and essential civilian members</li> <li>• Members on leave or day off shall contact their command or SOCC</li> <li>• All members on 12 hour tours</li> <li>• Sworn members in uniform (except undercover and other selected members)</li> <li>• Annual leave and days off cancelled</li> <li>• Optional sick leave suspended and clinic operational 24 hours</li> <li>• Committed leave to be reviewed on a case by case basis</li> </ul>
<b>FACILITIES</b>	<ul style="list-style-type: none"> <li>• All police facilities open with established check points</li> <li>• Parking restrictions and controlled access around facilities and specific locations with vehicle traffic passing through</li> <li>• Full content search of all vehicles before entering parking facilities</li> <li>• 100% verification of all deliveries to include full content search, escort of all non-governmental vehicles</li> <li>• Screening of all packages</li> <li>• All mail is diverted to off-site facilities for screening</li> </ul>
<b>OPERATIONS</b>	<ul style="list-style-type: none"> <li>• SOCC/JOCC in full operation commanded by an Assistant Chief</li> <li>• Adjust traffic plan accordingly</li> <li>• All CDU platoons fully activated and deployed accordingly</li> <li>• All members to have in their possession <u>all</u> emergency equipment and protective apparel while on duty</li> <li>• Coordination with COG and appropriate local and federal agencies established</li> <li>• Supplement security at selected government buildings, embassies, transportation centers, etc.</li> <li>• Emergency dispatching plan in operation</li> <li>• Activation requested of National Guard if necessary</li> <li>• Possible activation of “Council of Governments Police Mutual Aid Agreement”</li> <li>• Court activities and hearings suspended as authorized by Chief Judge</li> </ul>

## RESPONSE LEVEL ORANGE

<b>DEFINITION</b>	<b><u>“INFORMATION/INTELLIGENCE INDICATING THAT A MAJOR THREAT TO PUBLIC SAFETY IS IMMINENT”</u></b> (CONTINUE RESPONSES INITIATED IN LOWER THREAT CONDITIONS)
<b>PERSONNEL</b>	<ul style="list-style-type: none"> <li>• Department partial or fully mobilized through recall of selected sworn and essential civilian members</li> <li>• Sworn and civilian union contracts suspended in accordance with agreements</li> <li>• Members on leave or day off shall contact their command or SOCC</li> <li>• Selected sworn and civilian members of the department placed on 12 hour tours</li> <li>• Sworn members in uniform (except undercover and other selected members)</li> <li>• Days off cancelled</li> <li>• Optional sick leave suspended and clinic operational 24 hours</li> </ul>
<b>FACILITIES</b>	<ul style="list-style-type: none"> <li>• All facilities open with established controlled access for members and public</li> <li>• 100% ID check</li> <li>• All visitors to police facilities are escorted within those facilities</li> <li>• Parking and traffic restrictions around police facilities and other selected locations</li> <li>• 100% verification of all deliveries to include full content search, escort of <u>all</u> non-police department vehicles while on or within police facilities</li> <li>• Screening of all packages</li> <li>• Mail diverted to off-sight handling facilities</li> </ul>
<b>OPERATIONS</b>	<ul style="list-style-type: none"> <li>• SOCC/JOCC in full operation commanded by an Assistant Chief or his/her designee</li> <li>• All Command Members contact the JOCC for updates</li> <li>• All radio frequencies staffed and operational 24 hours</li> <li>• Adjust traffic plan accordingly</li> <li>• Selected CDU platoons activated and deployed accordingly</li> <li>• All members to have in their possession <u>all</u> emergency equipment and protective apparel while on duty</li> <li>• Coordination with COG and appropriate local and federal agencies established</li> <li>• Supplement security at select government buildings, embassies, transportation centers, etc. as appropriate</li> <li>• Activation of the Emergency Investigative and Forensic Plan</li> <li>• Activation of the Emergency dispatching plan</li> <li>• Activation of Mutual Aid Agreements</li> <li>• Security established and staffed at key infrastructure facilities as identified in the “Operational Contingency Plan” and “Resource Guide”</li> <li>• Activation of Special Threat Action Teams (STAT)</li> <li>• Activation of Emergency Services Teams</li> <li>• Coordination with media established</li> <li>• Adjustments to court activities and hearings are requested</li> </ul>

## RESPONSE LEVEL YELLOW

<b>DEFINITIONS</b>	<p style="text-align: center;"><b><u>“A SIGNIFICANT POSSIBILITY OF A MAJOR THREAT TO PUBLIC SAFETY”</u></b></p> <p style="text-align: center;">(CONTINUE RESPONSES INITIATED IN LOWER THREAT CONDITIONS)</p>
<b>PERSONNEL</b>	<ul style="list-style-type: none"> <li>• On duty personnel primarily used</li> <li>• Limited recall may be required</li> <li>• Members may be held over</li> <li>• Union contracts may be suspended in accordance with Collective Bargaining Agreements</li> </ul>
<b>FACILITIES</b>	<ul style="list-style-type: none"> <li>• All facilities open with manned checkpoints</li> <li>• 100% ID check</li> <li>• 100% verification of all deliveries to include plain view searches</li> <li>• All members to be on alert for suspicious packages or persons</li> </ul>
<b>OPERATIONS</b>	<ul style="list-style-type: none"> <li>• SOCC/JOCC in full or partial operation commanded by a Captain</li> <li>• All radio frequencies staffed and operational 24 hours a day</li> <li>• Activation of prisoner control</li> <li>• Implementation of the traffic plan</li> <li>• Partial or full CDU activation</li> <li>• All members to have in their possession <u>all</u> emergency equipment and protective apparel while on duty</li> <li>• Establish liaisons with appropriate local and federal agencies</li> <li>• Supplement security at selected government buildings, embassies, transportation centers, etc. as required</li> <li>• Court activities and hearings continue</li> <li>• Coordination with media established</li> <li>• Contact with EMA and key city officials established</li> <li>• Special Attention to be paid to locations identified in the Metropolitan Police Department’s “Operational Contingency Plan” and “Resource Guide”</li> <li>• Activation of the “Personnel Contingency Plan” contained in the “Operational Contingency Plan” to supplement staffing requirements</li> </ul>

## RESPONSE LEVEL BLUE

<b>DEFINITION</b>	<p style="text-align: center;"><b><u>“A GENERAL RISK TO PUBLIC SAFETY WITH NO CREDIBLE THREATS TO SPECIFIC TARGETS”</u></b>            (CONTINUE RESPONSES INITIATED IN LOWER THREAT CONDITION)</p>
<b>PERSONNEL</b>	<ul style="list-style-type: none"> <li>• Review and update the recall list for all members of the department</li> </ul>
<b>FACILITIES</b>	<ul style="list-style-type: none"> <li>• Review physical security precautions to prevent theft, unauthorized entry, or destruction of property</li> </ul>
<b>OPERATIONS</b>	<ul style="list-style-type: none"> <li>• Announce the increased threat level to the public and all law enforcement employees</li> <li>• Ensure that management staff are familiar with the emergency operations and business contingency plans</li> <li>• Ensure the Public Information Office, in coordination with other public safety agencies and public media, develop a system to routinely notify the public of information related to the elevation of the threat level</li> <li>• All members to have in their possession <u>all</u> emergency equipment and protective apparel while on duty</li> <li>• Ensure that all emergency support functions are adequately staffed</li> <li>• Develop and conduct response scenario training for all police personnel</li> <li>• Review, update and routinely exercise functional areas of the MPD Contingency Plan</li> <li>• Review and enhance intelligence operations to allow for early detection and the formulation of an adequate defense mechanism for the District of Columbia</li> <li>• Estimate countermeasures required to protect potential targets that were identified through risk assessment</li> <li>• Review adequacy of current the Mutual Aid Agreements with other facilities, states, and/or with local government for use during emergencies. Modify as necessary.</li> </ul>

## RESPONSE LEVEL GREEN

<b>DEFINITION</b>	<b><u>“NO CREDIBLE RISK OF A THREAT TO PUBLIC SAFETY, ROUTINE SECURITY IS IMPLEMENTED, NORMAL DEPARTMENTAL ACTIVITIES CONTINUE”</u></b>
<b>PERSONNEL</b>	<ul style="list-style-type: none"> <li>• Identify law enforcement needs as they relate to crisis operations</li> <li>• Encourage and assist law enforcement employees to be prepared for personal, natural, technological, and homeland security emergencies</li> <li>• Conduct emergency preparedness training for employees and families</li> <li>• Conduct periodic inspections of all protective equipment and apparel</li> </ul>
<b>FACILITIES</b>	<ul style="list-style-type: none"> <li>• Ensure all buildings are secured to prevent theft, tampering or unauthorized access</li> <li>• Secure all unused law enforcement equipment to ensure against theft, tampering, or destruction</li> <li>• Review physical security measures for all law enforcement facilities and upgrade to meet the threat of foreign and domestic terrorism</li> <li>• Review communication capabilities and upgrade to allow for efficient and effective communication among all law enforcement and other public safety responders to a critical incident. Also ensure backup for cyber information systems.</li> </ul>
<b>OPERATIONS</b>	<ul style="list-style-type: none"> <li>• Develop and maintain a communication plan for emergency and other key personnel</li> <li>• Develop and maintain emergency operations and business continuity plans</li> <li>• Encourage and assist employees to be prepared for personal, natural, technological, and homeland security emergencies</li> <li>• All members to have in their possession <u>all</u> emergency equipment and protective apparel while on duty</li> <li>• Conduct training for employees on physical security precautions</li> <li>• Budget for physical security measures</li> <li>• Implement actions listed under “District Response Plan and Terrorism Annex”</li> <li>• Work with local and state law enforcement to conduct risk assessments on potential terrorist targets statewide</li> <li>• Review critical incident response plan</li> <li>• Through the Council of Governments (COG), coordinate with local state law enforcement agencies and update plans to handle additional threats posed by foreign and domestic terrorism</li> <li>• Review communication capabilities and upgrade to allow for efficient and effective communication among all law enforcement and other public safety responders to a critical incident</li> <li>• Review information protection measures to ensure proper security measures are being utilized for the collection, storage, and transmission of information</li> <li>• Identify, develop, and conduct consequence response training for all police response personnel</li> </ul>