

**ADMINISTRATION**

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**SIGNIFICANT INCIDENT REPORTING**

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**Purpose:** To identify and report significant or unusual events to command personnel.

**Policy Statement:** It is the policy of the North Little Rock Police Department to report in a timely manner any significant or unusual event that may result in heightened community interest or bring into question this agency's liability in the incident. All such incidents shall be promptly reported to command personnel.

**Summary of Changes:**

**Procedure:**

**1 Procedure**

Any significant or unusual incident(s) where there may be a question as to this agency's liability or may result in heightened community interest should be reported to command personnel in a timely manner. Significant incidents include, but are not limited to:

- 1.1 Raids and search warrants,
- 1.2 Deaths involving active or retired agency members or their families,
- 1.3 Shooting incidents involving agency members, their families, or agency facilities,
- 1.4 Serious injuries or illness involving agency personnel,
- 1.5 Members relieved of duty and returned to duty,
- 1.6 Stolen or missing vehicles, weapons, communications equipment, badges or identification cards, or any other City property of significant value,
- 1.7 Hazardous material spill or leak,
- 1.8 Battery or serious threats to agency members,
- 1.9 Major crimes, as per Policy Directive 30-01, Major Crimes Notification,
- 1.10 Strikes, rallies or demonstrations,
- 1.11 Bombings or bomb threats,
- 1.12 Disasters such as train wrecks, bus accidents with serious injuries, or tornadoes,
- 1.13 Hostages or barricaded subjects, and
- 1.14 Any incident where there may be a question of the agency's liability which results in elevated community interest that may expose the agency to critical media coverage.

**2 Reporting Requirements [CALEA 11.4.5]**

- 2.1 Any member having any knowledge of any unusual or significant incident shall report same to their immediate supervisor.
  - 2.1.1 If determined necessary, each level of command will notify the next level of command (up to and including the Chief of Police).
  - 2.1.2 It is the responsibility of each reporting member to make the appropriate notification according to established divisional protocol or as mandated by applicable policy directives.

**3 Emergency Response Notification [CALEA 42.2.4]**

- 3.1 First responders to an emergency situation shall promptly advise communications if it is necessary for further dissemination of information to other agencies or if emergency services or additional units are required.
- 3.2 With consideration for the circumstances of the emergency, first responders will notify a supervisor as soon as practical as per the reporting requirements in Section 2 of this policy.
- 3.3 First responders identifying a situation that creates a hazard or potential hazard to the public will ensure that notification is made to the appropriate agency. Circumstances requiring notification of other agencies include, but are not limited to the following:
  - 3.3.1 Repair or replacement of traffic control devices,
  - 3.3.2 Removal of road hazards (debris in roadway),
  - 3.3.3 Breaks in gas, water or other utility lines,

- 3.3.4 Power lines down,
- 3.3.5 Chemical spill or leak,
- 3.3.6 Vicious animal, or
- 3.3.7 Any condition that warrants concern for public safety.

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Chief of Police