



Officer Involved Shooting/In Custody Death Scene Reference Guide Primary Incident Command Responsibilities

Once the scene is secure, and prior to the arrival of detectives, the FSB Incident Commander shall institute the following procedures:

- Provide first aid to injured persons, establish and protect the crime scene, and determine which officers are involved and what their level of involvement is.
- Ensure that an officer is assigned to log all personnel who enter the crime scene after it has been established. **Scene security is imperative. Limit access to necessary personnel.**
- Limit questioning of officers involved to who may be hurt, the direction shots were fired, information regarding any outstanding suspects, and whether there is any evidence that needs to be protected or areas where evidence may exist that need to be secured.
- Ensure that all involved officers (focus, cover, witness) are provided with the handouts detailing what to expect and their responsibilities.
- Ensure the immediate inspection of the magazines of all officers who were in close proximity of the scene when the shooting took place, that **have not** been identified as having fired their weapons.
 - *****Do not inspect weapons of officers who identify themselves as having fired their weapons (these weapon(s) are evidence).** Under normal circumstances, do not disarm an officer. Homicide will exchange weapons later.
- **Who needs cover officers**
 - Officers found to have fired their weapons
 - Officers who possess magazines with deficient ammunition.
 - Officers who were present when the shooting or major incident occurred (witness officers.)
- **Cover Officers**
 - Maintain chain of custody of any evidence on an officer who fired their weapon, or possesses other evidence of the incident on their person, until a homicide detective collects the evidence. Evidence may include but is not limited to clothing, hair, blood, dirt, ammunition, or weapons (see Cover Officer Responsibilities).
 - A cover officer should be someone who was not on-scene during the incident.
 - As soon as practical, the cover officer will be replaced with a cover detective from NCS or ISB.
 - Must be present for the conversation between the focus officer(s) and the person they call.

➤ **Focus Officers**

- Officers who have fired their weapons should be advised that they will not be interviewed until they have had access to an attorney, if they so choose.
- Focus officers shall always be in the presence of, and observed by, a cover officer.
- After they have made one phone call to the person of their choice to advise them of their status ***all phones in their possession must be powered off until the conclusion of the investigation. They should not be permitted to use any other phone.***

➤ **Witness Officers**

- As soon as possible they need to be identified and remain at the scene.
- Each witness will be separated and assigned a cover officer.

➤ Ensure that Crime Scene responds immediately to process the focus officer(s).

- Once the focus officer(s) have been processed by crime scene, they may be taken to 270 S. Stone to await a homicide detective. **This may be done without prior approval of ISB personnel.**

➤ **Make Command Notifications:**

1. The **Chief of Police** shall be notified directly by Communications as soon as possible during any Officer Involved Shooting.

➤ **The Incident Commander shall make the following phone notifications as soon as practicable:**

1. **Chief of Staff:** Provide full briefing to Chief of Staff so all callouts may be initiated. Chief of Staff will ensure all appropriate notifications are completed to include CID Commander, OPS Commander, Legal Advisor, BSU, PIO's and Assistant Chiefs.
2. **Division Commander** of the officer who was involved in the incident.
3. **TPOA** representative will coordinate the response of the officer(s)' attorney.

- **The officer(s)' attorneys are not to have access into the scene of the incident at this time.** Attorneys, union representatives, and BSU may have an initial discussion with the officer outside of the immediate crime scene, or at the substation, **in the presence of the cover officer.** Private discussions will occur later.

➤ Prepare a briefing for responding investigators, PIO, Legal Advisor, and Command staff (Be sure that no witness officer(s) or focus officer(s) can hear the briefing). After the briefing, the investigative scene will be turned over to the ISB investigators.

➤ When the ISB Commander has received a thorough briefing, they may assume overall incident command. The FSB Commander will ensure that FSB units maintain responsibility for securing the scene throughout the incident.

➤ Maintain contact with the supervisor of the Homicide unit and/or the ISB Investigative Branch Manager to coordinate security and investigations.