

- E. Establishing a staging area, if necessary
- F. Providing public information and maintaining media relations
- G. Maintaining the safety of all effected personnel
- H. Preparing a documented after-action report

46.1.4 Incident Command System - Operations Function

The Operations Function is responsible for the management of all tactical operations directly related to the primary mission. Additional responsibilities include, but are not limited to:

- A. Establishment of inner and outer perimeters
- B. Directing personnel to conduct evacuations, if necessary
- C. Maintaining command post and scene security
- D. Providing for detainee transportation, processing and confinement
- E. Traffic control and direction
- F. Conducting post-incident investigations

46.1.5 Incident Command System - Planning Function

The Planning Function is responsible for collecting and evaluating information about the incident and the status of resource. Additional responsibilities include, but are not limited to:

- A. Preparation of a documented incident action plan
- B. Gathering and dissemination of intelligence and information
- C. Planning for post-incident demobilization

46.1.6 Incident Command System - Logistics Function

The Logistics Function is responsible for providing necessary manpower, facilities, services and materials in support of the incident. Additional responsibilities include, but are not limited to:

- A. Communications
- B. Transportation
- C. Medical support
- D. Supplies
- E. Specialized team and equipment needs

46.1.7 Incident Command System - Finance/Administration Function

The Finance/Administrative Function is responsible for all financial and cost analysis aspects of the incident. It is recommended that the person normally responsible for such activities under non-emergency conditions continue to serve in this function. Additional responsibilities include, but are not limited to:

- A. Recording personnel time
- B. Procuring necessary resources
- C. Documenting expenses
- D. Documenting injuries and potential liabilities

46.1.8 Equipment Inspection

The Training Staff is responsible for inspection of any equipment that may be used in unusual occurrences. Inspections are performed quarterly and recorded on the Unusual Occurrence Equipment Inspection Report (PD93-260). Completed inspection forms are forwarded to the Training Section Supervisor for review/filing in the Training Section.

The following items are considered inspection items under this order:

ITEM	LOCATION
Gas Masks (45)	Assigned to Personnel
Kevlar Helmets (15)	Blue Room
Riot Helmets (15)	Blue Room
M-16s (9)	Police Armory and Rifle Locker
Assault Vests (3)	Blue Room
First Responder Kits (Extra) (10)	Blue Room
Sniper Rifle (1)	Police Armory

All items requiring repair or replacement are immediately taken out of service and supplied to the Training Section Supervisor for repair/replacement disposition.

46.1.9 Documented Annual Training

An annual training exercise on the "All Hazard" Plan shall be conducted by the Training Section Supervisor and should attempt to include tabletop exercises, actual scenarios and, if possible, should be done in conjunction with other agencies. This may be accomplished in-house or be done by sending agency personnel to train with other agencies during their scenarios. In any event, the Training Section Supervisor shall document the annual training. At minimum, this documentation shall include a description of the training, personnel involved and a description of any equipment utilized.

All agency personnel of the rank of Lieutenant and above shall be required to attend incident command training, similar to the ICS class that is offered by OPOTA. All officers shall complete IS-100, 200 and 700 Training, as directed by Homeland Security Presidential Directive – 5.

46.1.10 Active Threats

An Active Threat is one or more subjects participating in a random or systematic act of extreme violence. Although these events often involve the use of firearms by perpetrators, they may also involve the use of other types of weapons or implements with the intent to cause harm.

The reality of an in-progress Active Threat situation is that there are many more urgent tasks to be accomplished than there are personnel available and able to accomplish those tasks. The dynamics of the incident may require the change of one deployment option to another. Rarely is a SWAT team immediately available, rather it is more likely that an assortment of responding officers will have to work together to locate and neutralize the threat.

- A. During an Active Threat situation the first on-duty police supervisor to arrive at the scene will be the incident commander until relieved. ALERT Franklin County system will be activated as soon as practical in accordance with General Order 81.2.11-B.
- B. During an Active Threat situation, the Operations Bureau Lieutenant is notified as soon as practical. The on-duty police supervisor may request assistance from other law enforcement agencies as outlined in General Order 2.1.3.

Other City Departments or non-governmental entities may be utilized as needed to provide any additional support deemed necessary.

- C. During an Active Threat situation officers shall deploy any legal means necessary to immediately identify the threat and terminate their hostile actions. Division of Police personnel use only the amount of force which is objectively reasonable to control a situation or person, affect an arrest, overcome resistance to arrest, or defend him/herself or others from harm. This policy recognizes