

# **POLICE DEPARTMENT HANOVER PARK, ILLINOIS**



DIRECTIVE: 247-P

REFERENCE STANDARDS: 22.2.3 33.6.2 41.1.3 41.3.6 46.1.8 46.2.1  
46.2.2 46.2.3

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SUBJECT: Crisis Resolution Team (CRT)

PURPOSE: To establish procedures and guidelines for the utilization of the Crisis Resolution Team.

POLICY: To provide a group of specially trained officers to respond to and effectively deal with situations involving an elevated risk of personal injury, property loss or armed confrontation.

## **I. UNIT ORGANIZATION (46.2.1d)**

- A. The department maintains a special operations unit designated as the Crisis Resolution Team (CRT). Members of the team serve as a collateral assignment and are appointed by the Chief of Police. The CRT Commander with approval of higher authority may terminate assignment at any time. Officers must be carefully selected for assignment to the CRT, utilizing standards set forth in Section III of this policy. The Chief of Police appoints the CRT Commander in who rests overall responsibility for the team. In the Commander's absence, the Deputy Commander is responsible. The Crisis Resolution Team consists of the following positions (assigned to officers by the Team Commander):
1. Commander
  2. Deputy Commander
  3. Training Coordinator
  4. Team Leader
  5. Team Members
- B. The CRT functions as a team and therefore the members report to, and receive instruction from, the CRT Commander when activated, regardless of rank. At the scene of an incident, the CRT Commander shall be responsible for and have authority over the Team and its activities, unless relieved of this responsibility by a higher authority.

## II. UTILIZATION OF THE UNIT (41.3.6) (46.2.1b)

- A. The Crisis Resolution Team is created to provide for the use of specially trained personnel to handle certain types of critical incidents. It is essential that members work under strict control and with absolute discipline. The CRT may be mobilized for the following:
1. Situations that require an inner and outer perimeter control until the N.I.P.A.S. E.S.T. arrives,
  2. VIP protection and security,
  3. Search warrant service,
  4. Surveillance/stakeouts,
  5. High risk arrest situations,
  6. Other special tactical situations,
  7. To assist other components of the department in situations requiring their specialized training and tactics,
  8. Any other assignment as deemed appropriate by the Chief of Police.

## III. CRITERIA FOR SELECTION TO THE UNIT (46.2.2)

- A. Volunteer – Assignment to the CRT is voluntary, volunteer members of the team must commit to a minimum assignment of five (5) years. (22.2.3)
- B. Physical Condition – Due to the rigorous nature of the activities and the demanding tasks to be performed, each applicant shall be in excellent physical condition. The applicant will pass a physical fitness test and firearms proficiency test administered by the CRT Commander. (22.2.3)
- C. Police Experience – Must have a minimum of two (2) years police experience.
- D. Compatibility – Considerations will be given to the applicant's ability to work closely with others.
- E. Evaluations – The applicant's most recent evaluation will be reviewed and used as criteria for selection.

- F. Aptitude for weapons proficiency.
- G. Supervisory Recommendation – The names of applicants will be presented to staff. Input will be received from staff members as far as any positive or negative comments about the applicant's ability to work with other members of the department.
- H. Review of department records to include: use of sick time, awards and positive notations, negative discipline, and self initiated activity.
- I. Oral Interview – The applicant must participate in an oral interview with team command personnel and other department supervisors. The interviewers will ensure the selection process adequately assesses the applicant's potential performance and mental suitability for tactical team assignment. (46.2.2)

#### IV. APPLICATION PROCESS

- A. When there is an opening on the team, the CRT Commander will post a notice requesting interested officers to submit a letter of intent. The CRT Commander will review the applicant's most recent evaluation and firearms qualification records. The applicant will then participate in an oral interview with a panel consisting of team command and other department supervisors. Recommendations will then be presented to staff for their input. The final decision to appoint will be made by the Chief of Police based on the recommendations of staff.

#### V. CODE OF CONDUCT

- A. CRT members will conduct themselves in a professional manner both on and off duty. Any behavior, which discredits the member or the team and diminishes the effectiveness of either, is grounds for removal. Examples of such behavior include, but are not limited to:
  - 1. Reporting for duty, scheduled or called in, smelling of, or under the influence of, alcoholic beverage;
  - 2. Dishonesty;
  - 3. Insubordination; or
  - 4. Substandard performance while performing regularly assigned duties.
- B. Service with the CRT is a privilege, and accordingly, issues concerning conduct will be decided on behalf of the team, and the impact such conduct has on the following unit priorities:

1. Unquestioned integrity;
2. Discipline;
3. Professionalism;
4. Tactically prepared;
5. Physically fit.

## VI. CRISIS RESOLUTION TEAM MOBILIZATION

- A. When any situation listed under Section II occurs or when deemed appropriate by the shift supervisor that special weaponry or additional personnel are needed for emergency situations, the CRT team may be activated. The Chief of Police or his designee may also activate the Team. The Records Bureau will be responsible for making the notification of a call out to personnel assigned to the CRT. Phone numbers of all CRT members will be kept in the emergency notification notebook located in the Radio Room. Records personnel will log all notifications that are made. (46.2.1b,c)
- B. Specific teams within the CRT may be utilized based on the situation and on the advanced knowledge of the team's activation.
- C. All shift supervisors will be notified that the CRT is being mobilized. They will be responsible for making the necessary changes to their shift schedules should the incident require the CRT to work an extended period of time. Personnel assigned to the Records Bureau will be responsible for making and logging these notifications when instructed. (46.2.1e)
- D. Members of the CRT will normally report to the police station when they are notified of a team call out.
- E. The CRT commander is responsible for ensuring that shift supervisors, records personnel and CRT members understand the call out procedures and to provide current phone information.

## VII. TRAINING (33.6.2)

- A. The training philosophy of the CRT centers on the policy statement of this Directive. All training will be conducted to acquire and maintain the skills required to successfully conduct operations. These skills create the basis for training.

- B. The Training Coordinator will be responsible for keeping the training applicable to current standards and practices of the team. All training will be documented and files kept in accordance with the Department Training Directive.
- C. Topics include, but are not limited to:
  - 1. Rapid Deployment Techniques,
  - 2. Dynamic Entry,
  - 3. Covert Entry,
  - 4. Marksmanship,
  - 5. Immediate Action Drills,
  - 6. Defensive Tactics,
  - 7. Integrated Use of Force Scenarios,
  - 8. Mechanical Breaching,
  - 9. Various Specialty Equipment, and
  - 10. Perimeter Containment.
- D. The CRT will conduct one Team Readiness Exercise annually, which will include the following:
  - 1. A test of the team mobilization procedure,
  - 2. The CRT Commander and CRT Training Coordinator will prepare a written report to the Deputy Chief of Support Services, documenting the scenario used and the overall proficiency of the team,
  - 3. All CRT members will attend unless excused by the CRT Commander.

#### IX. TERMINATION FROM THE CRT

- A. Once designated as being on the CRT, the member will be provided training and equipment specific to the individual. For this reason, once assigned, the member must commit to a minimum of a five (5) year assignment, and resignation from the unit will only be with the approval of the Chief of Police.

- B. All Team members must maintain their evaluations at an acceptable level to maintain team membership. An unacceptable evaluation is grounds for immediate removal from the team.
- C. Unexcused absenteeism will be cause for removal from the team.

X. EQUIPMENT (46.2.3)

- A. To ensure the readiness and availability of equipment needed for response to various emergencies, the CRT Commander shall be responsible for at least a monthly check of the equipment to evaluate proper inventory levels and operational readiness of the equipment (46.1.8). (Appendix A)
- B. Each team member will be assigned specific equipment, outside of the officer's standard assigned gear, as needed for use in general CRT functions. These basic pieces of safety equipment are as follows:
  - 1. Ballistic Vest, level IIIA, (41.3.6)
  - 2. Kevlar helmet,
  - 3. Handgun mounted tactical light,
  - 4. Utility Uniform,
  - 5. Nomex balaclava (hood),
  - 6. Goggles,
  - 7. Elbow and Kneepads,
  - 8. Tactical handgun holster
- C. General equipment needed for use by CRT members, which is not part of each team members assigned equipment, will be stored in the CRT storage areas. Equipment available for use will include, but is not limited to:
  - 1. Ballistic shields,
  - 2. Less lethal munitions,
  - 3. Breaching tools and equipment, and
  - 4. Other minor equipment listed may be issued and used as directed by the CRT supervision. (Appendix A)

## **XI. CRT WEAPON SECURITY**

- A. To establish procedure for proper storage and security of CRT assigned weapons and distraction devices that fall under the National Firearms Act (NFA).
  - 1. Vehicles
    - a. When stored in any assigned vehicle, these weapons/devices shall be kept inside the trunk of the vehicle unless the officer is using the weapon as part of his/her assigned duties. If being temporarily stored in the CRT Van, the weapons will be secured in the weapon locks mounted in the vehicle.
    - b. If the vehicle is to be left unattended overnight or all day, a vehicle with a locking compartment or trunk will be used and the trunk will be secured with a cable lock. The CRT Van will not be used for extended storage of weapons or devices.
    - c. When utilized on a trunk, the cable lock system will allow only enough room for the hands to reach inside and key the lock when the trunk lid is unlatched. This directive will also apply to personal vehicles.
  - 2. Buildings:
    - a. These weapons/devices shall not be left in an unoccupied building unless stored in a secured area such as a gun vault or arms room.
- B. The CRT Commander and the Deputy Commander will be responsible for ensuring that these procedures are followed.

## **XII. CRT TRANSPORT VAN**

- A. The Hanover Park Police Department has outfitted a van to transport CRT members to and from objectives. The CRT transport van's main function is to transport CRT members or other police personnel to any given location for CRT operations or police operations as needed. The CRT transport van may also be used for surveillance operations or as directed by the Patrol Division Commander or his/her designee.
- B. The CRT transport van utilizes standard car instrumentation, and is operated as any other standard motor vehicle. The CRT transport van has internal emergency equipment (lights and siren) and is operated with the standard emergency equipment switches. The CRT transport van may only be used for the situations stated in section (A) unless other wise directed by the Patrol Division Commander or his/her designee. (41.1.3a)
- C. The CRT transport van may be utilized with the authorization of the CRT Commander, or his/her designee or the patrol shift supervisor. (41.1.3a)
- D. The CRT transport van contains standard emergency lights and siren and requires no special training to operate. The CRT transport van shall never be involved in a police pursuit without the authorizations of the on-duty-supervisor. (41.1.3b)

- E. The CRT transport van is maintained by the fleet services staff of the Village of Hanover Park. The CRT transport van is subject to routine inspections as any other Hanover Park Police Vehicle. (41.1.3c)
- F. The CRT transport van is outfitted with the following equipment. (41.1.3d)
  - Siren and air horn
  - Flashing Strobe lights in the corner lights of the vehicle
  - ISPERN/LOCAL Radio
- G. The CRT transport van may be operated by any licensed driver authorized to operate the CRT transport van. (41.1.3b)



