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THURMONT POLICE DEPARTMENT

GENERAL ORDER	Date Issued: November 1, 2009	Effective Date: November 1, 2009	Order No: Chapter 31.6
Authority: Chief of Police Gregory L. Eyster		Manual Page No:	
Subject: SPECIAL EVENTS		Replaces Page No:	
Accreditation Standard: Chapter 46	Distribution: ALL	Amends:	Number of Pages: 3
Related Documents:		Rescinds:	

This Directive is for internal use only, and other than as contraindicated here this Directive does not create or enlarge this Department's, governmental entity's, any of this Department's officers, and/or any other entities' civil, criminal, and/or other accountability in any way. This Directive is not to be construed as the creation of a standard of safety or care in any sense, with respect to any complaint, demand for settlement, or any other form of grievance, litigation, and/or other action. Deviations from this Directive, if substantiated, can only form the basis for intra-Departmental administrative action(s) (including discipline and/or termination).

I. PURPOSE:

To provide the Department with guidelines for handling special events.

II. POLICY:

The Thurmont Police Department will develop a specific plan for each event requiring police services. The plan will include measures to ensure safety and orderly flow of traffic, proper implementation of crime prevention strategies, crowd control and adequate safety for those participating in or attending these events.

III. DEFINITIONS :

SPECIAL EVENT: a designation of an approved request for police services that involve the participation of a large number of people, and will require the assignment of sworn personnel to ensure public safety. Events may include - parades, athletic events, public demonstrations, festivals, etc.

IV. SUPERVISION OF SPECIAL EVENTS:

The Chief of Police or his designee will assign a supervisor as the event

supervisor of a particular Special Event. The event supervisor will be responsible for:

- A. Ensuring that sufficient manpower is available to handle the anticipated crime, crowd, and traffic control problems. The event supervisor may elect to use, when available, and with authorization from the Deputy Chief of Police or Chief of Police, sworn and civilian personnel within the Department.
- B. Developing an Action Plan for traffic control and crowd control/crime prevention that may be anticipated, as well as, appropriate contingency plans.
- C. Implementing Incident Command, if appropriate, and establishing a Command Post for major event as necessary, ensuring sufficient equipment and supplies are available for crowd and riot control.
- D. Ensuring appropriate vehicles are available for transportation of personnel to particular assignments within the event, as well as, for the transportation of any anticipated arrests.
- E. Providing adequate manpower for the Logistical requirements of a prolonged event.
- F. Determine if the event requires a Permit.
- G. Check the computer system and/or files to see if the event has received any complaints during previous years to predict any potential crime problems.
- H. Coordinating with outside agencies whenever a joint effort is required. This may include other police agencies, other Town components such as the Department of Public Works, and Emergency Medical Services.

V. AFTER ACTION REPORTS :

As soon as possible after the conclusion of each Special Event, and no later than two (2) weeks from said conclusion, the event supervisor will coordinate with all personnel assigned, an After Action Report of the event. An After Action Report will be prepared and forwarded up the chain of command to the Chief of Police.

ATTACHMENTS :

DOCUMENT DATES :

Amended Date:

Review Date:

Review Date:

Review Date:

Rescinds:

Order Written By: Chief Gregory L. Eyler

Order Edited and Approved By: Chief Gregory L. Eyler

Accreditation Standards Included in this Order

CHAPTER 46