

EAST LANSING POLICE DEPARTMENT

POLICY AND PROCEDURE

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CHIEF OF POLICE: _____

3.1 PURPOSE

This procedure outlines the responsibilities and methods of responding to a variety of tactical incidents, i.e., general crowd control problems associated with both peaceful demonstrations and civil disturbances, labor-management disputes and other situations involving large groups of people.

3.2 OBJECTIVES

The objectives of this procedure are to provide tactical responses to the previous mentioned incidents in a prompt and organized manner with the intention of preventing injury, property damage and effecting rapid control of reported or potential problems.

3.3 PEACEFUL DEMONSTRATIONS

A. POLICY

1. The East Lansing Police Department recognizes the importance of the constitutional rights of citizens to freedom of speech and assembly. Therefore, it is the policy of the Department to cooperate fully and to do whatever possible to assist groups in conducting their peaceful demonstrations.
2. It is the obligation of the Department to monitor the demonstration, keep the peace and provide for public safety. Peaceful demonstrations are a legal activity and we must afford participants every opportunity to engage in this peaceful activity and to do so in safety.

B. PROCEDURE

1. When this Department becomes aware of a planned demonstration or one "in progress", the ranking on-duty shift supervisor will immediately attempt to meet with the leaders of the group to determine the following:
 - a. The number of demonstrators present and expected.
 - b. The location of the demonstration.

- c. The length (time frame) of the demonstration.
 - d. The purpose/goals of the group and the expected result.
2. After meeting with the leaders of the group, the supervisor shall notify the on-call administrator of the incident.
3. If deemed necessary, the supervisor shall then make contact with the City Attorney and/or Ingham County Prosecutor to advise them of the event. (Further, advice from those officials regarding statutes and ordinances of which the group should be aware shall be obtained by the supervisor.) If available, the Conflict Management Team supervisor shall be notified.
4. The shift supervisor shall then meet again with the leaders of the group. The supervisor will be frank and open in discussion with the demonstration leaders concerning those actions that the Department can, will or are able to do. If time permits, copies of the statutes and ordinances that might apply will be supplied to the leaders of the group. Further, the supervisor shall advise the leaders of the demonstration that if violations of the City Ordinances or State Laws occur, enforcement shall be taken by the officers, including physical arrests, if necessary.
5. If it is determined that the demonstration is to be mobile, or is taking place in an area of multiple jurisdiction, those local police agencies affected shall be notified of the event. The supervisor shall determine if assistance is deemed necessary from those area agencies. Requests for assistance will be consistent with inter-department mutual aid guideline agreements. Further, any physical movement of the demonstration shall be constantly monitored, so the proper agency can be notified in a timely manner if the demonstration moves to another jurisdiction. If available, a member of the CMT will assist with monitoring the demonstration.
6. Should the incident become other than non-violent, or if the demonstration remains non-violent, but disrupts the peace and tranquility of the citizens through violations of city ordinances or state laws (i.e. blocking sidewalks, streets or entrances/exits of public buildings) the on-duty shift supervisor, or Incident Commander (if one is assigned) shall notify the leaders of the group of the violations. Those enforcement actions necessary to restore order will commence.
7. If it is determined by the shift supervisor or Incident Commander that the current on-duty staffing level is insufficient to restore order, assistance will be requested from area departments of on-duty personnel in compliance with mutual aid agreements. If available on-duty personnel are insufficient to maintain order, a general call back of department off-duty personnel shall commence.

3.4 **USE OF FORCE**

Should force be deemed necessary to restore peace and order, the type and level of that force

shall be consistent with the Department Policy on Use of Force.

3.5 CIVIL DISTURBANCES

POLICY - The East Lansing Police Department is committed to: The prevention of crime, the protection of life and property, the preservation of peace, order and safety, the enforcement of laws and ordinances and the safeguarding of constitutional guarantees.

- A. It is the objective to prevent any large scale civil disturbance if at all possible. Therefore, it shall be the duty and responsibility of all officers to continuously monitor and assess current events (locally, statewide and nationally) that could result in a civil disturbance. Appropriate measures can then be initiated to attempt to prevent a gathering from turning into a civil disturbance.
- B. The very nature of police work dictates that spontaneity is often the rule rather than the exception. When dealing in Civil Disturbance Management, rapid and organized coordination of activities are essential in diffusing volatile situations.

3.6 SPONTANEOUS MOBILIZATION

- A. When a situation occurs in the city, and it is determined by the ranking on-duty supervisor that the current staffing level and deployment of on-duty personnel would be insufficient to handle the situation, certain steps must immediately be taken to prevent the incident from escalating.
 - 1. There shall be a personal on site assessment of the incident by the on-duty supervisor.
 - 2. Information gathering from the officers at the scene.
- B. The supervisor shall immediately deploy current on-duty personnel in a strategic manner, so as to attempt to isolate and contain the incident from spreading. If deemed necessary, assistance will be requested from area departments to supplement East Lansing personnel.
- C. The supervisor shall then notify the Police Administration of the on-going incident. During this contact, the senior command administrator shall assume the role as Incident Commander, or shall designate personnel to assume this role.
- D. Upon arrival of the Incident Commander at the Command Post, he/she shall assume the control, direction and responsibility for the incident. The ranking supervisor shall brief the Incident Commander on the situation and actions taken to date. The Incident Commander shall assess the current situation and determine the need for additional personnel, equipment and/or police strategies.
- E. The Incident Commander shall then notify, or cause notification of the Chief of Police, the City Attorney's Office and the Ingham County Prosecutor's Office.

3.7 RAPID DEPLOYMENT SQUAD MOBILIZATION

- A. In an effort to establish an effective response to civil disturbances in the early stages of a crisis situation, the Incident Commander may mobilize a Rapid Deployment Squad to handle small disturbances and/or arrest targeted individuals. This Rapid Deployment Squad will be deployed in an attempt to prevent disturbances from escalating into civil disorder, and to allow ample time for the proper formation of a Mobile Field Force, in the event one has been activated by the Senior Command.
- B. This expanded squad of officers, led by an East Lansing supervisor, may respond to a particular area in order to identify and arrest individuals who are committing felonies, and/or misdemeanors that are inciting the crowd to commit riotous acts within the city. The Rapid Deployment Squad can also be used to disperse large crowds that have the potential of jeopardizing public safety.

Personal safety for the officers and the citizens are of the utmost concern, and the implementation of any plan(s) associated with the stated mission of this expanded squad of officers will have safety as their first priority.

- C. The supervisor of the Rapid Deployment Squad, who reports directly to the Incident Commander, shall meet with the entire Squad prior to mobilization, to insure the following:
 - 1. All members have their riot gear available and in working order.
 - 2. There are a sufficient number of marked patrol vehicles available for their use.
 - 3. Ensure all other equipment necessary to complete the stated missions is available and in proper working order.
- D. A Logistics Officer shall be designated for the Squad. This person will document all arrests and other activities that the Squad performs during their mobilization.
- E. All members of the Rapid Deployment Squad shall attend a briefing prior to mobilization. The Squad Leader will conduct this briefing and, where practical, the Incident Commander will also be in attendance. Assignments, tactical strategies, rules of engagement, etc., will be covered at these walk-through sessions. A copy of the Rapid Deployment assignments, along with the completed training session worksheets, will be forwarded to the Incident Commander, prior to mobilization. The training session worksheets will contain information on assignments, classroom instruction, and practical scenarios.

(Please refer to the East Lansing Rapid Deployment, (Strike Force), Operational Plan, which is attached to the Mobile Field Force training materials, for specific assignments, equipment, etc).

3.8 **MOBILE FIELD FORCE CONSIDERATIONS**

- A. The primary purpose of the MFF is to disperse the crowd without injury, damage or the need to arrest. The use of a chemical agent assists in this goal as it provides a means to disperse a crowd without physical contact.
1. It is the intent of the MFF Commander to complete assigned missions in the most effective, and efficient manner. The MFF Commander may utilize individual Squads under their command to complete various smaller missions. The discretion to use individual squads in a manner which would assist in accomplishing the stated mission is crucial. The Squad Leaders are to work in conjunction with the MFF Commander, in developing viable plans to accomplish the stated missions of the Field Force.
 2. If a Rapid Deployment Squad has been mobilized, it is the discretion of the Incident Commander to keep the Rapid Deployment Squad separate from the Mobile Field Force or if they are to be absorbed by the Mobile Field Force. If the squad stays separate, they will continue to report directly to the Incident Commander. If they are absorbed into the full Mobile Field Force, they will then become one of the arrest teams and report to the MFF Commander.
 3. When a crowd control formation is utilized, officers will be assigned to both flanks of the line formation. These officers may possess chemical agent foggers, less lethal weapons, and/or other appropriate support weapons that will assist them in performing their assigned duties. Any member of the East Lansing Police Department who utilizes any weapon and/or chemical agent dispersal equipment shall be properly trained to use that particular piece of equipment. The MFF Commander shall approve all equipment and its designated operator prior to the Field Force being mobilized.
 - a. The supervisor of the arrest teams will designate officers to complete the following assignments: physical arrest, logistics, perimeter security, and support personnel. All members of the arrest teams will perform their duties as outlined in the bi-annual MFF re-certification training conducted by certified MFF instructors.

3.9 **MOBILE FIELD FORCE MOBILIZATION**

- A. The Mobile Field Force (MFF) is designed to provide rapid, organized and disciplined response to civil disorder, crowd control or other tactical situations. A Mobile Field Force is basically a platoon of Police Officers and Squad Leaders led by a Field Commander. It generally consists of six to eight squads and may be supplemented by specialized units as designated by the Incident Commander.
1. If the Incident Commander determines the need for a Mobile Field Force, the Chief of Police or his/her designee shall be contacted for authorization to

implement the Mobile Field Force.

2. The Incident Commander shall cause support services to be notified, i.e.; East Lansing Fire Department, Department of Public Works, East Lansing School District, etc. (Refer to the Resource Guide).
3. The Mobile Field Force may be used for the following assignments:
 - a. To isolate areas of civil disorder or disaster by the use of large organized perimeters, to control and/or disperse large unruly crowds.
 - b. To rescue victims or police officers under hazardous conditions.
 - c. To apprehend multiple offenders.
 - d. Those other assignments as may be appropriate and required by the Chief or his/her designee.
4. Once the MFF has been authorized by the Chief, or his/her designee, the Incident Commander shall initiate a general callback of all available ELPD personnel. The Incident Commander shall then request assistance from those local departments trained in the Mobile Field Force concept.
5. The Incident Commander shall designate a MFF Commander or Commanders in the case of multiple MFF's. The Incident Commander shall establish a Command Post at the ELPD squad room. A Mobile Command Post can be established (in addition to the main post) if deemed appropriate. Further, the Incident Commander shall designate a radio frequency to be used exclusively for this operation, usually ELPD Channel 1.

B. Organization of the Mobile Field Force

1. The MFF Commander will be assisted by an executive officer who is considered capable of commanding of the MFF, if necessary. The Executive Officer will maintain an activity log for the after action report and will complete other tasks as directed.
2. A squad is the basic element of the MFF. Each squad consists of a minimum of seven police officers and one supervisor and at least two vehicles equipped with emergency lights and siren.
 - a. Squad leaders are responsible for the activities of each squad member. All radio communications and instructions will be transmitted and received by the supervisor who will carry out assignments as directed.
 1. At least four officers with one vehicle will be required to provide security for MFF vehicles when parked. Two of the assigned officers will remain with the vehicles at all times. Two other officers may be deployed nearby, preferably with a vehicle, in order to prevent a surprise attack on the security detail, and provide rapid

response and assistance to the MFF and security detail, if necessary.

2. A prisoner van(s) will normally accompany the MFF and will follow at the rear of the convoy. Officers assigned to the van will be responsible for prisoner security and transportation at the direction of the MFF Commander. The unit may be utilized to supplement the security detail if not required for prisoners. Other specialized units may be assigned to the MFF as deemed appropriate or necessary.

C. Roster and Duty Assignments

1. The Incident Commander shall select an appropriate staging area for officers assigned to the MFF. Once the MFF personnel have gathered at the staging area, the executive officer shall obtain the names of all officers collected from the various departments and complete a roster. The executive officer shall then complete, with assistance from ranking officers from other departments, a duty assignment form. Copies shall be distributed to the ranking officers from each department as soon as possible.

D. Briefing

1. Once personnel and vehicle assignments have been completed, the Incident Commander shall meet with the MFF Commander, squad leaders and the ranking officers from the assisting departments to assess the current situation and establish the goals and objectives of the police action. A briefing of all assembled personnel shall take place in the staging area prior to departing for the designated area of response.
2. During the briefing of all assembled personnel, a short review of the formations and tactics involved in the MFF shall be conducted by police personnel trained as instructors in the MFF concept.

E. Movements and Tactics

1. All movements and tactics employed by the MFF and the Rapid Deployment Squad shall be consistent with the approved MFF training and bi-annual refresher training through the East Lansing Police Department.

3.10 **PROGRESSION OF FORCE**

The following progression of force is recommended for the control and/or dispersal of crowds:

- A. **SHOW OF FORCE:** The MFF will respond in a smart, military fashion which displays organization, discipline and competence.
- B. **ORDER TO DISPERSE:** The primary objective of the MFF is to disperse the crowd

without violence. Therefore, the MFF Commander shall issue a dispersal order, i.e.; "I am (rank and name) of the East Lansing Police Department. This has been declared an unlawful assembly, and in the name of the State of Michigan & City of East Lansing command all persons so assembled at (specific location) to immediately and peaceably disperse. If you do not do so, you are subject to arrest. Michigan's Statute on Unlawful Assembly prohibits remaining present at an unlawful assembly."

The MFF Commander will identify the direction of the crowd to move from the area and allow sufficient time for the crowd to comply. Emergency circumstances may dictate a shorter response time. It is imperative that police authorities warn the crowd and clearly demonstrate that adequate time to disperse has been provided prior to dispersal action being initiated. The MFF Commander, should, if the safety of the officers permits, make an attempt to place officers at the opposite end of the crowd from the MFF Commander, to ensure that the dispersal commands are heard by the entire crowd.

- C. **LIMITED OFFENSIVE MOVEMENT:** If not already assembled in a line formation, the MFF shall assume the line formation and advance in the direction of the crowd, according to training standards. This movement shall continue until it poses undue or unnecessary risk of injury to officers.
- D. **DEPLOYMENT OF CHEMICAL DISPERSAL AGENT:** The use of a chemical agent, such as OC or CS, may be necessary when other methods of control and apprehension would be ineffective or more dangerous and when there is a danger to life safety, assaultive behavior, substantial property damage or a prolonged disruption of services.

Definition: Chemical Dispersal Agents are those agents deployed by hand, aerosol projectors, shotgun or 37/40mm guns and that emit CS/OC Chemical agents.

1. The MFF Commander will notify the Command Post of the potential or actual need for the use of a chemical agent.
2. The MFF Commander must possess the approval of the Chief of Police or his/her designee, prior to the dispersal of chemical dispersal agents. Chemical dispersal agents may be used in a MFF formation or with the Rapid Deployment squad if the supervisor in charge deems a situation critical and serious injuries to persons are imminent, and only in a defensive mode. This may be done prior to notifying the Chief of Police.
3. The MFF Commander shall issue a second order to disperse, with the additional information that if the crowd does not disperse, that chemical dispersal agents will be released. This order will be repeated with the direction of exit given to the crowd. No chemical agent shall be released for at least sixty (60) seconds after the order for dispersal (unless used in a strictly defensive mode).
4. Only those individuals trained as dispersal specialists or supervisors assigned to the MFF are authorized to dispense the chemical agents.

5. Chemical agents will not be hazardedly dispersed in the proximity of any medical care facility, i.e., hospital, nursing home, etc.
 6. Emergency medical care will be available for all persons exposed to the chemical agents who exhibit unusual reactions to the agent.
 7. The MFF Commander and the chemical agent specialists shall ensure an avenue of exit for the crowd shall be viable after dispersal of the chemical agent.
 8. The MFF Commander and the chemical dispersal specialists shall examine the existing weather conditions, including wind direction and velocity, temperature and humidity to assure minimal risk of exposure to the chemical agent by uninvolved persons.
 9. Arrangements shall be made with ELFD to provide a decontamination station for those affected by the chemical agent.
 10. Emergency Medical treatment providers, i.e. ELFD Medic and ambulance personnel, area hospital emergency rooms, private ambulance services and other area Fire Department ambulance personnel, shall be notified that their facilities and equipment may come into contact with contaminated individuals.
 11. Information shall be disseminated to various forms of media for first aid measures to be taken by persons affected or exposed to the chemical agent.
 12. No chemical agents shall be dispersed until diligent effort is made to have all police personnel equipped with their personal air filtering equipment.
- E. OFFENSIVE MOVEMENT: If conditions exist where the MFF must physically move the crowd, the movement of the crowd will be in a manner consistent with MFF. Since this movement may result in physical contact between the crowd and the MFF personnel, this method of dispersal should only be undertaken after all lesser means have been exhausted.

3.11 **DEMOBILIZATION PROCEDURE FOR FIELD FORCE RESPONSE**

- A. The demobilization of a MFF response will occur only with the approval of the Chief of Police or his/her designee.
- B. The MFF and personnel assigned to the Command Post, shall report to the staging area. A critique of the incident shall be attended by all supervisory personnel. After this short critique, a briefing for all personnel assigned to the MFF shall be conducted by the Incident Commander. Members of the assisting police departments will be returned to the supervision of their respective departments at the staging area. East Lansing personnel shall return to the ELPD for the purpose of returning equipment and filing all

necessary paperwork and reports.

- C. The executive officer shall request from assisting department's ranking officer, a timely submission of necessary documentation and reports from officers of their department.
- D. The Incident Commander and MFF Commander(s) shall each submit "after-action" reports to the Office of the Chief.

3.12 **CIVIL DISORDER TRAINING**

- A. East Lansing Police Department personnel shall be trained in the MFF module as soon after date of hire as possible.
- B. Refresher training in MFF will be conducted for all officers, at the discretion of the Chief of Police, at least every two years.
- C. MFF Training and refresher training will be conducted by certified Mobile Field Force Instructors.
- D. Rapid Deployment Training shall be conducted in conjunction with MFF Training.
- E. Rapid Deployment squads shall attend situational training/refreshers prior to any mobilization that may occur.

3.13 **LONG RANGE ACOUSTIC DEVICE (LRAD)**

LRAD shall only be used by personnel trained on the device for the purpose of making announcements during the performance of duty-related activities. Trained users will receive permission from the Chief of Police or his/her designee before the LRAD is utilized for any reason.

- A. **The audible warning shall not be used.** The announcement application may be used when a loud clear message is needed to be heard over a long distance, over a large degree of crowd noise or when it is necessary that information or instruction is needed to be heard inside of the building or structure.
- B. Proper care and caution will be used by all operators of the LRAD system. The operator, along with any personnel in the immediate area of the LRAD, shall utilize hearing protection while the device is powered up and in operation.
- C. When the LRAD is being utilized, the operator may not relinquish control to any untrained personnel. Through proper channels, the request for use of the LRAD by outside agencies may be authorized; but all policies, procedures and safety standards relating to the LRAD are to be maintained at all times and cannot be altered.