




# COLUMBIA POLICE DEPARTMENT

*"Policing Excellence through Community Partnerships"*

<b>Directive Type:</b> General Order	<b>Effective Date:</b> 09-10-2016	<b>General Order Number:</b> 09.02
<b>Subject:</b> Section 16 – Pandemic Flu		
<b>Amends/Supersedes:</b> Section 16 – Pandemic Flu 2008	<b>Chief of Police:</b> 	
<b>Distribution:</b> All Personnel	<b>Review Date:</b> July 1	<b># of Pages:</b> 2

## 1.0 INTRODUCTION

During an unusual occurrence such as a flu pandemic, staffing levels of the Police Department are anticipated that as much as 70% of the sworn workforce may become infected with the disease limiting the ability of the department to provide essential law enforcement functions.

## 2.0 PRECAUTIONARY MEASURES

In the event that a pandemic flu outbreak is apparent, a Level III Mobilization will be initiated placing operational personnel on 24-hour alert.

Upon activation, all personnel will receive training via roll call or scheduled briefings concerning universal precautions to reduce the chances of infection. If possible, this training will be conducted by a licensed medical professional.

PPE Kits will be inspected to ensure that officers are equipped with the appropriate protective gear.

Supervisors will monitor their personnel for signs of infection and direct them to the nearest medical facility if they show signs of the disease.

In the event that sworn personnel shortages exceed 50% a Level IV Mobilization will be initiated and all available operational personnel will be mobilized to support police operations as directed by the Chief of Police.

## 3.0 STAFFING REQUIREMENTS

The following staffing requirements are necessary to provide emergency services:

- A minimum of 20 patrol areas must be manned on a 24-hour basis (12 – hour shifts)
- A minimum of 2 supervisors will be needed on a 24-hour basis (12-hour shifts)

If 4 squads of 22 cannot be staffed, then 2 squads will be required to work 12-hour shifts continuously for a period not recommended to exceed 14 days.

#### **4.0 OFFICER RESPONSE**

During extreme personnel shortages, the on-duty supervisor is authorized to place non-life threatening calls on “hold” until the emergency situation is over.

#### **5.0 OFFICER AVAILABILITY**

To maximize the availability of officers for emergency response the following procedures will be implemented:

- All traffic related court will be suspended.
- All jury trials will be suspended.
- Criminal Court may be held during both during the day and evenings.
- Non-emergency calls, which do not require an officer response, may be forwarded to the Telephone Response Unit (TRU) to be handled by telephone. The TRU may take the following types of reports by telephone :

Assisting other agency	Larceny of auto accessories
Animal complaints	Larceny of license plates
Auto breaking	Littering
Auto tampering	Lost property
Breach of trust (other than motor vehicle)	Noise ordinance complaints
Disorderly conduct	Petit larceny
Financial transaction card fraud	Simple assault
Harassing/annoying phone calls	Supplemental reports
Information reports	Trespassing
Larceny of bicycle	Unlawful entry to an enclosed area

The on-duty supervisor has the authority to approve the Telephone Response Unit to take additional report types by telephone as necessary.