

# CITY OF BARSTOW

CALIFORNIA

POLICIES and PROCEDURES MANUAL: POLICE

Subject: INTER-AGENCY PROTOCOL

## INTRODUCTION

With the increased use of undercover operations, special teams, and task forces involved in cross-jurisdictional investigations, it has become imperative that all law enforcement agencies have accepted inter-agency protocols.

Equally important is the need for proper procedures in the event of a field confrontation between uniformed and plainclothes officers.

This policy is to define a protocol for planned events in other agency's jurisdiction, and develop procedures to follow in situations involving field confrontations between uniformed and undercover officers.

### 1. Definitions

Service Agency - The agency initiating and investigating a planned event which enters another agency's jurisdiction.

Venue Agency - Agency having primary jurisdiction in a given jurisdiction in a given geographic area.

Planned Event - A law enforcement activity which is planned in advance, such as search warrant, surveillance, or extended investigation.

### 2. Notifications

Prior to a planned event, the service agency shall notify the venue agency, in a timely manner, of the proposed event. Notification will normally be to the venue agency's watch commander. Such notification should include:

- The time and location of the planned event and the names of the involved persons, if applicable.
- The nature of the planned event, i.e., search warrant, etc.
- What assistance, if any, is or may be requested of the venue agency.

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Once received, the venue agency is responsible for:

- Maintaining the confidentiality of the information.
- Any intra-departmental notifications which they deem appropriate.
- Providing reasonable assistance, if requested.

At the conclusion of the event, the service agency shall make an exit notification to advise of the event's termination. If possible, this notification should be to the same individuals or their reliefs. Should the event result in a noteworthy incident (i.e, a large seizure, arrest of a notable person), this information shall likewise be conveyed to the venue agency. Press notification, if appropriate, should be handled by the service agency or jointly.

### 3. FIELD CONTACT/CONFRONTATIONS

Because plainclothes/undercover officers are not readily identifiable as law enforcement members, contacts between them and uniformed personnel include the potential for confrontation. The primary responsibility for avoiding or defusing this risk lies with the non-uniformed officer(s).

Their actions and deportment when contacted by a uniformed officer is critically important. The following suggestions are intended to assist in avoiding or alleviating the tension possible in such contacts. The plainclothes officer should:

- Carry his firearm well concealed, rather than partially or completely exposed to view.
- When stopped, identify himself verbally and indicate where his credential and weapons are located.
- Avoid any sudden movement which could be interpreted as suspicious or threatening. Keep hands in sight and open.
- Comply with any requests of the uniformed officer without hesitation.

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- Be prepared to provide the phone number and name of a supervisor or other agency member who may be contacted for verification as requested by the uniformed officer.

The uniformed officer's conduct and deportment in such situations will go far in preventing lingering feelings of animosity. A concern for one's safety is of primary importance, and reasonable requests intended to provide for that safety will be understood. However, unusual requests or unreasonable tactics tend to generate resistance and should be avoided. The uniformed officer should:

- Ensure that verbal instructions are clear and concise.
- Request credentials and examine them thoroughly.
- Contact the plainclothes officer's unit of assignment when there are doubts as to the authenticity of credential.
- Request that a uniformed field supervisor respond, should circumstances dictate.

## UNPLANNED EVENTS

Recognizing the changing nature and directions that investigations may take, service agencies may find it necessary to enter into a venue agency's jurisdiction without prior coordination. In such instances, the venue agency will be notified as soon as possible, conforming to above procedures.

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