



Kern County Sheriff's Office
Policies and Procedures

TITLE: CRITICAL INCIDENTS – ASSIST OTHER AGENCIES		NO: H-300	
APPROVED: Donny Youngblood, Sheriff-Coroner			
EFFECTIVE: August 1, 1990	REVIEWED: 10/20/2020	REVISED: 04/20/2005	UPDATED: 11/28/2007

POLICY

The Kern County Sheriff's Office realizes the importance of mutual aid to accomplish the law enforcement mission. The Sheriff's Office will respond to calls for assistance from allied agencies and will request assistance from allied agencies when necessary. To ensure a controlled law enforcement response, teamwork, good communication, and coordination, the following procedures are established.

In all cases the final determination on what role the Sheriff's Office takes and what tactics our personnel utilize will be made by a ranking officer of the Kern County Sheriff's Office, not the allied agency.

PROCEDURE A - PLANNED RESPONSE

All requests for assistance from the Sheriff's Office will be forwarded to the appropriate Division Commander. This division commander will:

- Coordinate and plan the response;
- Draft an operations order;
- Assign appropriate personnel or units;
 - May use whatever resources available and necessary;
 - Must notify and coordinate with any other affected Division Commander;
- Brief affected Chief Deputy;
- Implement planned response.

PROCEDURE B - EMERGENCY RESPONSE

All requests for assistance from the Sheriff's Office, made after normal working hours, that are an emergency, will be forwarded to the Sheriff's Office Watch Lieutenant. The Sheriff's Office Watch Lieutenant will:

- Obtain as much information as possible regarding the request;

- Cause the closest available unit to respond to the allied agency's command post;
- Take steps necessary to coordinate a response;
- Assign and brief a sergeant to respond to the allied agency's command post.

The initial unit dispatched to the allied agency's command post will:

- Act as our agency representative (Refer to L.E.I.C.S.);
- Meet with incident commander and determine:
 - Details of situation;
 - Resources needed.
- Remain at command post until relieved or situation is resolved;
- Notify Watch Lieutenant of resources needed;
- Assist the ranking officer who relieves them.

The sergeant assigned will:

- Respond to the command post;
- Assume role of agency representative or operations officer in charge of Sheriff's personnel;
- Assign the initial unit to assist as needed;
- Keep or cause to be kept a log of Sheriff's personnel deployed and their locations and other resources;
- Coordinate and assign any other Sheriff's units who respond;
- Maintain communication on situation status with
 - Assigned Sheriff's personnel;
 - Communications O.I.C.;
 - Watch Lieutenant.
- Ensure safety of Sheriff's personnel;

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- Maintain communications with the incident commander if the situation escalates or moves;
- Prepare a written report on the incident;
 - Personnel utilized;
 - Resources used;
 - Action taken.
- Continue as agency representative until relieved or situation is resolved.

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