



Kern County Sheriff's Office – Communications Section
Policies and Procedures

TITLE: BROADCASTS		NO: D-200	
APPROVED: Commander John Carpenter			
EFFECTIVE: May 1, 1995	REVIEWED: July 29, 2024	REVISED: July 29, 2024	UPDATED: July 29, 2024

POLICY

It is the policy of the Kern County Sheriff's Office Communications Section to protect the public safety through the effective and accurate recording and dissemination of information regarding criminal suspects, missing persons, threats to officer safety or other circumstances that place citizens or officers at risk. CAD broadcasts are an electronic means used to record all information concerning transactions associated with radio broadcasts. All broadcasts will be complete, legible, and accurate.

PROCEDURE A - RECEIVING BROADCAST INFORMATION

After receiving information for a broadcast, the employee will:

- Determine if a CAD broadcast must be completed using the following criteria:
 - 4500/EDIS Flash
 - Silver Alert
 - Blue Alert
 - Amber Alert
 - At Risk/Critical Missing
 - Ebony Alert
 - Feather Alert
 - Yellow Alert

- If broadcast information is received from Kern County Sheriff, complete the CAD broadcast entry to include the following information:
 - Incident Number
 - Event Type
 - Narrative: All broadcasts should include date, time and location of occurrence, weapons, direction and method of flight, and vehicle information including license number and state, color, year, make, model, and any additional vehicle information
 - Suspect information including name, armed status, if there is probable cause to arrest, race, sex, date of birth, height, weight, hair and eye color, facial hair, scars, marks and tattoos, and clothing descriptions from top to bottom and inside out
 - Any additional relevant information

PROCEDURE B - SENDING BROADCAST INFORMATION VIA TELETYPE

If the broadcast originated from a Kern County incident, the employee will:

- Send a teletype including all the information from CAD via the Administrative Message – CLETS Form in NCIC Form Chooser to appropriate allied agencies and Sheriff's stations.

PROCEDURE C - MAKING A RADIO BROADCAST

Upon receiving the broadcast notification, the primary channel dispatcher will:

- Confirm the broadcast meets the following criteria for a radio broadcast:
 - Necessary and prudent.
 - Officer safety issue or felonies that just occurred (within 30 minutes) involving weapons shall be broadcast via the radio.
 - Any GTA that just occurred (within 30 minutes) shall be broadcast via radio.
 - All at risk/critical missing defined in Kern County Sheriff's Office Policy and Procedure H-800 shall be broadcast via the radio.
 - All 4500/EDIS Flash, Silver Alert, Blue Alert, Feather Alert, Yellow Alert, Ebony Alert and Amber Alert's shall be broadcast via the radio IF information indicates the subject/subjects will be traveling to or through Kern County.
- Supervisors will have full discretionary authority to broadcast any information deemed prudent and necessary for officer / public safety over the radio.

PROCEDURE D - CANCELING A BROADCAST

When receiving information to cancel a broadcast the employee will:

- Locate the original CAD broadcast and cancel the broadcast in CAD, if it met the above requirements for a CAD broadcast to be completed.
- Send cancel teletypes via Administrative Message – CLETS Form in NCIC Response Viewer, if Kern County Sheriff was the originating agency.

If the original broadcast or latest update is less than 1 hour old, the primary channel dispatcher shall cancel the broadcast over the radio one time.