

**KERN COUNTY SHERIFF'S OFFICE**  
**SUBSTATION HOLDING FACILITY**  
**POLICIES AND PROCEDURES**

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**TITLE: DISASTERS**

**NO: B-101**

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EFFECTIVE DATE: 03/22/2004

REVISED: 08/06/2020

APPROVED BY: Commander Timothy Posey

REVIEWED: 01/15/2021

REFERENCE: Title 15, Section 1029 & 1032, DPPM H-100

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**POLICY:**

The Kern County Sheriff's Office has adopted the Law Enforcement Incident Command System to effectively and successfully manage critical incidents. For major critical incidents, a Multi-Hazard Functional Plan has been adopted by the county to assist in the response. For lesser critical and special operations, such as S.W.A.T., specialized training and procedures have been established.

**PROCEDURE A – ASSESSMENT**

The Substation Sergeant, or in his absence, the on-duty supervisor, will:

- Assess the extent of injuries, death (if appropriate), and structural damage in the facility. Call the bailiff of the Kern County Sheriff's Office Substation Holding Facility and assess their facility. If the communications are out, tour the entire facility.
- Implement procedures B-100 and B-103 as needed.

**PROCEDURE B – NOTIFICATION**

The Substation Sergeant or on-duty supervisor will:

- Notify the Section Lieutenant and/or Department Watch Lieutenant or Commander of the disaster assessment and needed assistance.

- Send an officer, by car, to the Sheriff's Office Operations Center with a disaster assessment of the Substation if radio and phone communications are out.