

Metropolitan Division

Divisional Order No. 04-3 _

September 27, 2004

TO: All Personnel, Metropolitan Division

FROM: Commanding Officer, Metropolitan Division

SUBJECT: RESPONSE NOTIFICATIONS AND CODE ALPHA LOCATIONS
(Replaces Divisional Order 1-92)

BACKGROUND

Metropolitan Division (Metro) is a specialized unit of the Police Department. Metro is charged with the responsibility of responding to and providing a mobile reserve force to assist in neutralizing unusual occurrences (UOs) involving the City; e.g., riots, natural disasters, and other calamities.

All sworn members of Metro are subject to being activated to an on-duty status at any time. Upon being contacted and notified of a mobilization, on-duty and off-duty personnel shall respond as directed to the UO or a predetermined location.

The following guidelines have been established to maximize the response of Metro personnel and equipment to the UO. Metropolitan Desk shall:

- 1) Obtain all information relative to the UO.
- 2) Notify the Metropolitan Division Commanding Officer and request authorization to activate on-duty and off-duty personnel to respond to the UO.
- 3) Maintain a UO notification log to record:
 - a) Notified Lieutenants, Sergeants and Officers
 - b) Time notified
 - c) Personnel contacted but unable to respond
 - d) Personnel contact numbers called, with no answer or response

The Desk Watch Commander shall remain on duty until properly relieved or the UO is terminated. The Desk Watch Commander shall at the direction of the Commanding Officer, plan the subsequent deployment of personnel from Metro relative to the on-going UO.

CODE ALPHA LOCATIONS

Code Alpha locations have been established for Metropolitan Division.

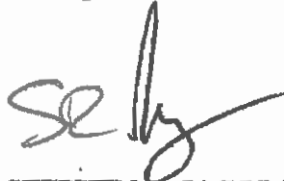
1. Code Alpha locations

A Code Alpha can be established at any time or location for use in a particular tactical situation, providing that responding personnel are informed of the location Code Alpha locations are selected on the basis of logistical considerations: i.e., geographic location, communications, security, heliport, or other available facilities.

2. Pre-designated Code Alpha locations

Metropolitan Division has selected a group of Code Alpha locations for officers to respond during a widespread UO such as an Earthquake. These locations shall be utilized as pre-deployment assembly locations for divisional personnel responding to a UO of this type. These locations will enable the efficient and effective deployment of Metro personnel. Pre-designated Code Alpha locations are attached. The desk will maintain a copy of the most current Code Alpha locations.

Metropolitan Division will be deployed at the direction of the Commanding Officer, Metropolitan Division.



STEPHEN R. JACOBS, Captain
Commanding Officer
Metropolitan Division

METRO DIVISION EMERGENCY CODE-ALPHA LOCATIONS

Metropolitan Division has established Emergency Code-Alpha locations to facilitate Metropolitan Division's response to Unusual Occurrences.

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ALPHA LOCATIONS

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CODE-ALPHA LOCATIONS

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CODE-ALPHA LOCATIONS

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CODE-ALPHA LOCATIONS
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