

**SENECA FALLS POLICE DEPARTMENT
GENERAL ORDER**

General Order: 605	Rescinds: New Issue
Subject: Mutual Aid/Specialized Units	NYS Accreditation: 58.1
Effective Date: 07/01/13 By Order Of: Stuart W. Peenstra, Chief of Police	

I. PURPOSE

To establish procedure for mutual aid requests to and from other agencies for specialized units.

II. POLICY

The Seneca Falls Police Department receives and provides aid and assistance, from and to, other agencies within the criminal justice system upon request and without benefit of a written agreement. This communication is intended to provide guidance to departmental personnel when it becomes necessary to summon aid from another police agency or to lend assistance to another agency.

III. PROCEDURE

A. Seneca Falls Police Department Requests for Mutual Aid

All requests to obtain assistance from another police department will be made through the on-duty supervisor of the Seneca Falls Police Department and will be made to the following agencies:

1. Seneca County Sheriff's Department - Requests for routine assistance such as back up units will be made through the dispatcher. All other requests for assistance will be made by contacting the Patrol Commander of the Seneca County Sheriff's Department if the request is during normal business hours, or if the request is outside of these hours the on-duty zone supervisor should be contacted for the assistance.
2. New York State Police - The New York State Police will respond when requested by contacting their Waterloo station. In the event that personnel cannot be reached at that phone number, the Canandaigua Troop E Headquarters should be called and the request should be made to the on-duty supervisor at that facility.
3. Other area police agencies - The on-duty supervisor may elect to request specialized units from other area agencies, depending on the timeliness of response and availability of the specialized unit.

B. Specialized Units

The Seneca Falls Police Department does not provide the specialized units or functions which are listed below. These specialized units are available via formal requests:

1. Police K-9 - If prevailing circumstances indicate the use of a K-9 may be advisable, the request for this service should be made as outlined above. Consideration should be given to preventing contamination of the area to be searched. Whenever possible a search area perimeter should be established.
2. Hazardous Device Squad/Bomb Squad - It is important to note that this unit does not conduct searches for hazardous devices. These searches are best conducted by persons familiar with the area to be searched. In addition, normally the decision to

evacuate may only be made by the person in charge of the threatened target unless a suspicious device is located.

3. Special Weapons and Tactics Unit (SWAT) - This unit consists of a number of highly trained personnel under the sole direction of the SWAT Commander. Situations in which this unit will be summoned include the following:
 - a. Hostage situations
 - b. Police Officers under gunfire
 - c. Barricaded suspect(s) with a weapon who create a threat to officers or members of the community
 - d. Those situations deemed by a command officer to be beyond the capabilities of a traditional police response.
 4. Self-Contained Underwater Breathing Apparatus (SCUBA) - Situations in which this Unit may be called out include the following:
 - a. A drowning in which the victim has not been located
 - b. There is reason to believe that evidence of a crime may be located in a given body of water.
 - c. The need for removal of a navigational hazard.
 5. Aviation Unit - The use of a helicopter is normally available through the Aviation Unit of the New York State Police. It is important to note that this unit does not usually operate during the hours of darkness and special consideration should be given to difficulties in searching a given area by air.
 6. Marine Unit
- C.** Mutual aid requests for other services can be made to any agency having the ability to provide the necessary service if the above agencies are unable to provide them or are unable to respond.
- D.** Providing Mutual Aid to Other Departments
1. Authorization for Assignment of Personnel - All assignments of Seneca Falls Police Department personnel to assist other agencies shall be made only with the consent of the Chief of Police or his designee. Such assignments, unless short-term or of limited scope, shall be accompanied by the issuance of a Special Order or Personnel Order in accordance with current policy and procedure. This shall not include emergency requests for an immediate response such as back up or assisting patrol units. These requests shall be accommodated only with permission of the on-duty supervisor at the time the request is made.
 2. Conformance to Department Procedures - Personnel assigned to another agency shall conform to all Seneca Falls Police Department rules, regulations, and procedures. When practical, any questions regarding conflicting policies shall be referred to the officer's immediate supervisor at the Seneca Falls Police Department.

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