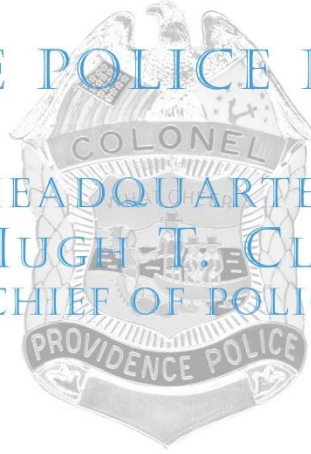


# PROVIDENCE POLICE DEPARTMENT

HEADQUARTERS  
COLONEL HUGH T. CLEMENTS, JR.  
CHIEF OF POLICE



<b>TYPE OF ORDER</b>	<b>NUMBER/SERIES</b>	<b>ISSUE DATE</b>	<b>EFFECTIVE DATE</b>
General Order	380.09	4/21/2019	4/21/2019
<b>SUBJECT TITLE</b>		<b>PREVIOUSLY ISSUED DATES</b>	
Serious/Unusual Incident Notifications		2/6/2017; 7/12/2013; Supersedes G.O. 380.09 <i>Emergency Notification Email System (ENES)</i> of 2/8/2008	
<b>REFERENCE</b>		<b>RE-EVALUATION DATE</b>	
CALEA 11.4.5		4/21/2022	
<b>SUBJECT AREA</b>		<b>DISTRIBUTION</b>	
Law Enforcement Operations		All Personnel	

## PURPOSE

This purpose of this policy is to outline the circumstances that would necessitate the need to implement immediate notification procedures of members of the Providence Police Department.

## POLICY

It is the policy of the Providence Police Department to immediately notify the Commissioner of Public Safety, the Chief of Police, the Deputy Chief of Police, members of the Command Staff, and Supervisory Staff, as appropriate, whenever serious or unusual incidents occur within the City.

## DISCUSSION

N/A

## PROCEDURE

### I. NOTIFICATION OF THE CHIEF OF POLICE

- A. The Office-In-Charge (OIC) of the Patrol Bureau is responsible for causing the Chief of Police or his designee to be immediately notified in the event of:

1. Any Providence, Local, State, Regional, or National situation that may require or results in the activation of the City's Emergency Management System by the Providence Emergency Management Agency.
2. Any incident where there may be a question or concern as to the agency's liability, or which may result in heightened community interest, including but not limited to the following:
  - a. The death, critical injury, or injury requiring immediate hospital treatment of any member of the Department.
    - i. The OIC shall also notify the President of the Fraternal Order of Police Lodge #3, or his designee.
  - b. Any incident involving a firearms discharge outside of the firing range or the use of a CED, less-lethal munition, or lethal force by Department personnel on a human subject.
  - c. The suspension and/or revocation of police powers.
  - d. Incidents involving serious misconduct of Department members.
  - e. Any crimes or incidents involving City government officials or Department members.
  - f. Accidents involving City vehicles where there is a personal injury or extensive property damage.
3. Major crimes involving, but not limited to, the following:
  - a. Homicide or suspicious death.
  - b. Sexual Assault.
  - c. Home invasion.
  - d. Armed robbery.
  - e. Assault, involving serious injury.
  - f. Narcotics offenses that involve the recovery of significant amounts of narcotics, money and or intelligence.
  - g. Barricaded subject or hostage situations.
  - h. Found incendiary devices or bombs.

- i. Vehicle pursuits involving personal injury, property damage, or that have traveled outside of the jurisdiction.
  4. Incidents involving prisoners or persons in custody; such as:
    - a. Escape incidents.
    - b. Unauthorized release.
    - c. Custodial injury or death.
  5. Searches for missing persons, when such notifications are made in accordance with General Order 330.10, entitled "Missing Persons".
  6. Any situation where emergency recall of Department members to duty is required or imminent.
  7. Large gatherings, such as:
    - a. Civil disturbances.
    - b. Demonstrations or pickets.
    - c. Situations involving potential or imminent riot.
  8. Any evacuation of City residents.
  9. All major fires.
  10. All impending natural disasters.
  11. Any incident or information that the OIC deems to be of sufficient importance.
- B. Any officer equal or superior in rank to the OIC may also make notification of such incidents to the Chief of Police or the Deputy Chief of Police, at their own discretion.

## **II. THE EMERGENCY NOTIFICATION EMAIL SYSTEM (ENES)**

- A. Irrespective of any other method of notification used, the OIC shall also implement the ENES when incidents such as those aforementioned arise.
  1. Utilizing the City's Microsoft Outlook™ email server, the OIC shall send an email to the Commissioner of Public Safety, the Chief of Police, the Deputy Chief of Police, and the Department Majors (i.e., the Command Staff Group) via the "PPDCommandStaff" address.

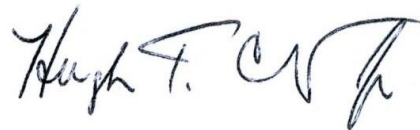
2. The OIC may, at his discretion, also elect to utilize the email's "Copy" address field in order to notify all District Lieutenants via the "PPD District Lieutenants" address; or, may elect to notify all supervisory staff via the "PPDStaff" address.

**APPROVED:**



STEVEN M. PARÉ  
COMMISSIONER  
DEPARTMENT OF PUBLIC SAFETY

**APPROVED:**



HUGH T. CLEMENTS, JR.  
COLONEL  
CHIEF OF POLICE