

Outside Agency Assistance

352.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance to members when requesting or responding to a request for mutual aid or when assisting another law enforcement agency.

352.2 PROCEDURE

352.2.1 OUTSIDE ASSISTANCE

- (a) Upon receipt of a report of an incident outside Newark jurisdiction, the dispatcher shall obtain the necessary information and transmit it to the communications center of the appropriate agency. If that agency requests Newark assistance, it shall be rendered in accordance with the procedures set forth herein.
- (b) When a law enforcement agency requests assistance related to an incident in progress, the dispatcher shall, with approval of the field supervisor, assign Newark resources as requested.
- (c) When another law enforcement agency requests assistance in contacting and/or arresting a crime suspect, the dispatcher shall advise the requesting agency that at least one member of that agency must be physically present at the contact/arrest location before Newark will initiate the requested action. The dispatcher shall notify the field supervisor of any such request immediately upon receipt.
 1. The only exception to this section is a S.N.A.R.E. suspect contact. In such situations, contact may be made pending the arrival of personnel from the originating agency.
- (d) When another agency requests surveillance of a specific Newark location, the dispatcher shall advise the requesting agency that, dependent upon the field supervisor's approval and available resources, the surveillance will be established immediately, but only for a period of time not to exceed reasonable response time for a member of the requesting agency to assume the surveillance.
- (e) Nothing in this directive is intended to prevent providing routine assistance to other law enforcement agencies in situations not involving suspect contact or surveillance (i.e., message delivery, welfare check, "drive-by", etc.).
- (f) Officers assigned to assist outside agencies shall provide service as though they were assisting Newark officers. In the event an arrest is made, an "enroute" booking report shall be made to document the incident and disposition. A copy may be provided to the officer representing the requesting agency.
- (g) On duty Newark police employees who view crimes occurring outside Newark jurisdiction shall immediately advise the Newark dispatcher to relay the information to

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the agency with jurisdiction. Unless countermanded by Newark, the officer may then proceed with appropriate action as deemed necessary pending arrival of an officer from the agency with jurisdiction. If such interim action results in arrest(s), prisoner(s) shall be released to custody of the responsible agency. The Newark employee(s) shall document action taken as requested or advisable dependent on the circumstances.

352.2.2 MUTUAL AID

- (a) Mutual aid is distinguished from routine assistance described in Section A of this directive by the scope of the situation and by the mechanism for requesting assistance.
- (b) The California Emergency Services Act, commencing at Section 8550 of the Government Code, provides the authority for cities and counties to render or receive mutual aid across jurisdictional boundaries. It defines three levels of emergencies that require or may require formal mutual aid (State of War Emergency, State of Emergency and Local Emergency), and divides the state into mutual aid regions and operational areas (counties).
- (c) The Sheriff is operational law enforcement coordinator for Alameda County. Requests for mutual aid from other jurisdictions will be directed to this department by the Sheriff. If the event this department requires mutual aid, the Chief of Police (or his designate) shall make this determination and shall initiate a request to the Sheriff.
- (d) Before mutual aid may be requested, the emergency must be, or likely to be, beyond the control or capacity for the local law enforcement agency to handle.
- (e) Law enforcement mutual aid may be requested regarding any disaster, civil disturbance or other situation except a labor dispute. The nature, scope and definition of an emergency justifying mutual aid response do not allow for mutual aid for a short-term "officer needs help" type of situation. Such incidents shall be individually evaluated by the on duty supervisor and staffed according to his determination of need, resource availability and the best interests of the City of Newark.
- (f) The agency requesting mutual aid shall remain in charge of its own personnel and be responsible for deployment of resources from outside agencies which respond to the request for mutual aid.
- (g) In the event a request is received for a Newark mutual aid response, the Watch Commander shall be immediately notified. He shall then immediately notify the Operations Division Commander, any available Command Officer or the Chief of Police in order or availability.
- (h) As authorized by the Chief of Police, or his designate, the Watch Commander shall commit reasonable and appropriate resources to meet the request for aid.
- (i) The field supervisor shall obtain as much information as possible regarding the number of personnel required for mutual aid operation, location of assembly point(s) in the

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requesting jurisdiction and the name and rank of that agency's Field Commander in charge of mutual aid resources. This information will be given to responding Newark personnel.

352.2.3 MUTUAL AID REQUESTS

- (a) In the event a situation develops which may exceed control capabilities of the Newark Police Department, the Watch Commander shall immediately notify the Field Operations Division Commander, any other Commander or the Chief of Police, in that order of availability.
- (b) "Situation" as used herein, refers to any incident in which there is a perceived need for mutual aid. (A short-term "11-99" situation would not justify full-fledged activation of the formal, county-wide process previously outlined.)
- (c) Departmental mobilization may be authorized by the Chief of Police or his designate as required by incident circumstances. If mutual aid is required, the Chief of Police or his designate will so advise the Sheriff by means of CLETS or by contacting the Sheriffs Office of Emergency Services at 667-7755. If there is no response at O.E.S., Sheriffs Communications Division is the mutual aid contact link at 667-7778.
- (d) The Watch Commander shall determine, to the greatest extent possible, the number of mutual aid personnel which should be requested, and designate an assembly area and Field Commander in charge of responding mutual aid resources.

352.3 POLICY

It is the policy of the Newark Police Department to promptly respond to requests for assistance by other law enforcement agencies, subject to available resources and consistent with the applicable laws and policies of this department.