

Outside Agency Assistance

307.1 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.

307.2 POLICY

It is the policy of the Irvine 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.

307.3 ASSISTING OUTSIDE AGENCIES

Generally, requests for any type of assistance from another agency should be routed to the watch commander's office for approval. In some instances, a memorandum of understanding or other established protocol may exist that eliminates the need for approval of individual requests.

When an authorized employee of an outside agency requests the assistance of this Department in taking a person into custody in our jurisdiction, available officers shall respond and assist in making a lawful arrest. If an officer receives a request in the field for law enforcement assistance in our jurisdiction, that officer shall notify a supervisor.

Officers may respond to a request for emergency assistance, however, they shall notify a supervisor of their activity as soon as practicable.

Arrestees may be temporarily detained by this department until arrangements for transportation are made by the outside agency. Probation violators who are temporarily detained by this department will not ordinarily be booked at this department. Only in exceptional circumstances, and subject to supervisor approval, will this department provide transportation of arrestees to other facilities on behalf of another agency.

When transportation assistance is rendered, a report shall be prepared and submitted by the handling member unless otherwise directed by a supervisor.

307.3.1 INITIATED ACTIVITY

Any on-duty officer who engages in law enforcement activities of any type that are not part of a mutual aid request and take place outside the jurisdiction of the Irvine Police Department shall notify his/her supervisor or the watch commander and Communications Bureau as soon as practicable. This requirement does not apply to special enforcement details or multi-agency units that regularly work in multiple jurisdictions.

307.4 REQUESTING OUTSIDE ASSISTANCE

If assistance is needed from another agency, the member requesting assistance should, if practicable, first notify a supervisor. The handling member or supervisor should direct assisting personnel to where they are needed and to whom they should report when they arrive.

Irvine Police Department

Policies

Outside Agency Assistance

The requesting member should arrange for appropriate radio communication capabilities, if necessary and available, so that communication can be coordinated between assisting personnel.

307.5 REPORTING REQUIREMENTS

Incidents of outside assistance or law enforcement activities that are not documented in a crime report may be documented in an incident case report as directed by the watch commander.

307.6 MANDATORY SHARING

Equipment and supplies purchased with federal funds or grants that require such equipment and supplies be shared with other agencies should be documented and updated as necessary by the Support Services Division Commander or the authorized designee.

The documentation should include:

- (a) The conditions relative to sharing.
- (b) The training requirements for:
 - 1. The use of the supplies and equipment.
 - 2. The members trained in the use of the supplies and equipment.
- (c) Any other requirements for use of the equipment and supplies.

Copies of the documentation should be provided to Communications Bureau and the watch commander to ensure use of the equipment and supplies is in compliance with the applicable sharing agreements.

The Training Manager should maintain documentation that the appropriate members have received the required training.

Irvine Police Department
Policies

Outside Agency Assistance

Irvine Police Department
Policies

Outside Agency Assistance

Irvine Police Department

Policies

Outside Agency Assistance

307.8 MUTUAL AID PLAN

The Orange County Chiefs' of Police and Sheriff's Association maintains a Mutual Aid Plan. This plan defines different types of emergencies, and when and how mutual aid is requested and coordinated. Overall, its intent is to provide a guide for Orange County agencies for the request and management of countywide resources during local emergencies.

Mutual Aid Defined: The voluntary sharing of personnel and resources when an agency cannot sufficiently deploy its own resources to respond to an unusual occurrence.

Local Emergency Defined: The duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage or earthquake.

The Police Chief is responsible for determining that available resources in the affected jurisdiction have been reasonably depleted and that an emergency situation in the affected jurisdiction may become or is already beyond the control of that department's resources.

The Chief of Police may request mutual aid prior to the formal declaration of emergency or activation of an EOC. A request for mutual aid is not dependent on a formal declaration of a local emergency.

In response to a request for law enforcement mutual aid by a Chief of Police within the Operational Area (Orange County), the Sheriff will implement procedures to activate the mutual aid plan. The Sheriff will coordinate the response of law enforcement resources, including law enforcement resources of unaffected operational area municipalities, the local CHP, and other law enforcement agencies within the Operational Area to assist the affected local Chief of Police in the manner requested.

307.9 GEOGRAPHIC AREA ORGANIZATION

Orange County is organized into five geographical areas (UASI regions) to define, coordinate and balance law enforcement response during mutual aid conditions. Geographic area organization is intended to provide continuity of government operations emergency situations so as not to deplete any one, singular, county law enforcement resource.

Irvine is a part of Area D, which also includes Costa Mesa, Newport Beach, Laguna Beach and U.C. Irvine. Irvine is designated as the coordinating agency for this area. Coordinating agencies will coordinate notification and response requests with law enforcement agencies within their geographic area. Coordination includes notification of impending personnel and resource requests as well as ensuring personnel status reports (ICS 204 – Assignment List) are transmitted to the Operational Area Coordinator at the Orange County Sheriff's Department.

Irvine Police Department

Policies

Outside Agency Assistance

307.10 STATUTORY JURISDICTION AND LEGAL AUTHORITY - UNIVERSITY OF CALIFORNIA, IRVINE

The actions of this department in reference to U.C. Irvine, U.C. Irvine property, and the U.C. Irvine Police Department shall be consistent with the provisions of the existing M.O.U. between the Irvine Police Department and the U.C. Irvine Police Department.

307.10.1 ASSISTANCE POLICY

Normally, officers of either department (Irvine police department and UCI) will assist in the jurisdiction of the other upon request or upon the observed need.

For all preplanned events, such as protests or demonstrations, prior coordination between command level officers at both departments is required before assisting in such events.

For unplanned critical incidents, such as major crimes, the U.C. Irvine Police Department may request our assistance. In these instances, the Irvine Police Department may elect to assist U.C. Irvine Police, or assume control of the investigation, as mutually agreed upon by Irvine Police and U.C. Irvine Police.

When an officer from one department is confronted with an emergency service need in the operational jurisdiction of the other department, which, in the officer's judgment, requires immediate action, he will take the necessary action and notify the other agency as soon as possible.

An assisting officer shall not take any action or participate in any activity in conflict with a policy or regulation of his or her own department.

307.10.2 ANIMAL SERVICES

The Animal Services Division of the City of Irvine is the primary service provider to the University of California, Irvine. This coverage includes handling any animal-related incidents that take place on the campus.

This coverage is limited to the university property, which is located within the Irvine City limits. It does not include any state or university property which is located outside the city limits.

Animal Services Officers will not conduct routine patrol of the university property. They will respond only when a request for service has been made by the University.

307.11 CONCURRENT JURISDICTION - IRVINE VALLEY COLLEGE

An agreement, or Memorandum of Understanding (MOU), exists between the Irvine Police Department and the Irvine Valley College (IVC) Police Department. Pursuant to California Education Code §§67381 and 72330, and Penal Code §830.32, this agreement outlines the crime reporting and criminal investigation responsibilities relating to incidents that occur on the Irvine Valley College property. Action taken by any member of this Department relative to jurisdictional issues and criminal activity shall conform to the provisions of this policy and the MOU.

Irvine Police Department

Policies

Outside Agency Assistance

307.11.1 IVC POLICE DEPARTMENT REPORTING & INVESTIGATIVE RESPONSIBILITIES

The IVC Police Department is responsible for the initial report and any needed follow-up investigation related to the following crimes:

- (a) Grand theft and petty theft
- (b) Vehicle burglary and theft from a vehicle
- (c) Vandalism
- (d) Disturbing the peace
- (e) Non-domestic violence-related restraining orders
- (f) Alcohol possession
- (g) Trespassing
- (h) All infraction and misdemeanor-related Health and Safety Code violations
- (i) Other infractions and low-grade misdemeanors
- (j) Non-injury traffic collisions or collisions not involving serious injury

The Irvine Valley College Police will be responsible for all investigative follow-up related to initial crime reports they take. At the request of the Chief of Irvine Valley College Police or his designee, however, Irvine Valley College Police may occasionally call upon the assistance of the Irvine Police Department for investigative follow-up.

Copies of all reports completed by the Irvine Valley College Police Department shall be forwarded to the Irvine Police Records Bureau for informational purposes within three days from the date the crime was reported.

The Chief of Irvine Valley College Police Department or his designee shall notify an Irvine Police Supervisor of any incidents occurring on the IVC Campus that require immediate attention or action of the Irvine Police Department.

307.11.2 IRVINE POLICE DEPARTMENT REPORTING & INVESTIGATIVE RESPONSIBILITIES

The Irvine Police will be responsible for the initial report and any needed follow-up investigation related to the following crimes:

- (a) All Part I violent felonies, including:
 - 1. Homicide
 - 2. Robbery
 - 3. Kidnapping
 - 4. Rape
- (b) Other sex crimes
- (c) Felony assaults – all assaults involving a firearm or great bodily injury
- (d) Brandishing or possessing a firearm or other deadly weapon

Irvine Police Department

Policies

Outside Agency Assistance

- (e) Domestic violence related incidents
- (f) Felony drug offenses
- (g) Crimes against children
- (h) Traffic collisions involving serious injury or death
- (i) Driving under the influence of drugs or alcohol
- (j) Other crimes likely linked to a crime series in the City of Irvine
- (k) Auto Theft
- (l) Missing person cases
- (m) Other felonies

Officers responsible for documenting a crime or incident that occurred on the IVC campus shall take the report as a "courtesy report". The reporting officer will check all appropriate boxes on the report form that identify the report as a courtesy report.

Notwithstanding the foregoing, when any Irvine Police Officer witnesses an incident on the IVC campus and initiates an investigation or creates a report, all aspects of the law enforcement response to the incident and follow-up investigation will be handled by the Irvine Police Department. Copies of all reports of the incident that are generated will be forwarded to the Chief of Irvine Valley College Police for informational purposes.

Upon request, the Irvine Police Department will make available to Irvine Valley College Police at least once annually, and not more than once quarterly, statistical data on criminal activity that was reported on or adjacent to the immediate surrounding area of the Irvine Valley College campus. This data will be used for the specific purpose of complying with the Student Right-To-Know and Campus Security Act of 1990 (Public Law 101-542).

307.11.3 DISPOSITION OF EVIDENCE

Irvine Valley College Police will collect and store physical evidence in those cases for which they assume responsibility. They will also store and dispose of all found property and other items that come to their attention and require police involvement. Upon request of the IVC Police Chief and approval from the Irvine Police Chief or his designee, evidence requiring special storage (such as refrigeration or freezing) may be stored at the Irvine Police Department.

307.11.4 POLICE RADIO COMMUNICATIONS BETWEEN AGENCIES

Police radios used by IVC Police Officers are configured for open two-way communication with Irvine Police personnel on the IPD Green-1 talk group. Orange County Communications (Control One) has designated IVC Police Department as Station 38. While IVC Police personnel are permitted to monitor the IPD Green-1 at any time, sworn on-duty IVC personnel are only authorized to communicate with IPD personnel using Green-1:

- (a) To call for assistance during emergency incidents involving the threat of life or great bodily injury.

Irvine Police Department

Policies

Outside Agency Assistance

- (b) To call for assistance during felony in-progress crimes, such as a felony assault or occupied stolen vehicle.
- (c) To coordinate with IPD units during the establishment of a perimeter to contain or prevent escape of a suspect.
- (d) To test the radio equipment and assess mutual assistance capabilities between agencies, with the knowledge and permission of the IPD watch commander.

307.11.5 PROCESSING AND TRANSPORTING ARRESTEES

IPD personnel will transport and process all in-custody arrestees from Irvine Valley College. In cases of crimes reported to and documented by Irvine Valley College Police, any resulting arrest reports will be delivered to the Irvine Police Department Court Liaison Officer for submission to the Orange County District Attorney's Office as part of a court package. It is the responsibility of Irvine Valley College to follow through on cases submitted to the District Attorney's Office. The Irvine Police Department will not be responsible for lost arrest reports submitted by campus police, nor will the Irvine Police Department have the responsibility to review arrest reports submitted by Irvine Valley College.

307.12 CIVIL UNREST / FIRE ESCORTS

The Orange County Chiefs of Police and Sheriff's Association (OCCPSA) and the California Highway Patrol Border Division Command (CHP) established an understanding concerning patrol escorts for fire department strike teams during periods of civil unrest in Region 1 when the circumstances require police escorts.

The decision to commit fire resources during an incident of civil unrest is entirely the responsibility of the fire agencies as determined by Mutual Aid agreements; the policies and procedures of the fire agencies, and the decisions of fire department executives. So too, it is understood by the Orange County Fire Chiefs that the decision to commit police personnel to fire agencies responding in areas of civil unrest will be the sole responsibility of the responsible police agency chief as determined by, and in accordance with, existing mutual aid agreements, mutual assist agreements, and the policies and procedures of the involved police departments. The primary enforcement agency (the law enforcement agency with jurisdiction where the civil disturbance is taking place) will determine what police resources will be needed to protect fire personnel.

Assistance may be requested from other Orange County law enforcement agencies to augment the primary enforcement agency's ability to provide patrol escorts. At any point during the crisis, the primary enforcement agency may ask the Orange County Sheriff, the Operational Area Coordinator for Law Enforcement Mutual Aid, for assistance. If the Orange County Sheriff cannot provide adequate resources, the Sheriff will immediately notify the CHP of the primary enforcement agency's request for assistance. The CHP will then assess its ability to commit resources, and respond accordingly.

The law enforcement Incident Command System will be utilized to establish effective communication channels and coordination of effort. The escort missions will cease when there is a concurrence among the involved agencies that escorts are no longer required.

Irvine Police Department
Policies

Outside Agency Assistance
