



GREENVILLE COUNTY
SHERIFF'S OFFICE

GENERAL ORDERS

SPECIAL OPERATIONS

PURPOSE:

This policy establishes general procedures for handling unusual operational activities and problems, such as:

- Hostage incidents.
- Armed, barricaded suspects.
- Use of special weapons and tactics teams.
- Coverage of special events.
- VIP protection and other similar tactical problems.

In all tactical situations, the burden of responsibility lies with the field commander to exercise prudent judgment in dealing with hazards to human life.

**SPECIAL TEAM
RESPONSE:**

Anytime there is more than one special team responding to an incident, communications is of the utmost importance. In these situations, an incident commander, normally the ranking member of the primary team will be in charge. It will be this commander's responsibility to stage with representatives of all operational units involved to conduct a briefing of the incident and plans of the operations. The only exception would be if the incident is of such a nature that total immediate focus is required. This procedure is also to be used to effect changes in plans or demobilization of any unit(s) involved.

**SPECIAL
OPERATIONS:**

The Sheriff's Office maintains a special tactical component that, in addition to other duties, is responsible for:

1. Providing supervision of the Special Weapons and Tactics Team (SWAT).
2. Supervision of crisis negotiators.
3. Undercover surveillance/stake-outs of a continuing nature.

**SPECIAL WEAPONS &
TACTICS TEAM:**

SWAT is maintained to ensure this agency's ability to respond to hazardous tactical situations. The team is staffed by deputies on an "on-call" basis. These deputies perform their normal, primary duties until they are activated for SWAT duties.

DEPLOYMENT - SWAT personnel may be deployed, in special circumstances, to supplement field units on a temporary basis. This requires the concurrence of both the requesting Division Commander and the Commander for the SWAT, or an order by the Sheriff. If activated in this capacity, SWAT members are employed as a unit with their supervisors. Circumstances requiring such a deployment include:

- Stakeouts.
- Saturation patrol.
- Civil disorders.
- Man-made or natural disasters.
- Execution of search warrants.

SWAT supervisors are to maintain a strong relationship of cooperation and coordination between the team and other operational units. SWAT supervisors are to brief patrol supervisors on stakeouts or decoy operations to facilitate deputy safety and ensure the success of the operations, except when disclosures could jeopardize a tactical operation.

TEAM MEMBER SELECTION CRITERIA - Deputies assigned to the SWAT Team are selected using the following criteria:

1. Team membership is voluntary.
2. Performance ratings while in field assignments.
3. Physical fitness and agility.
4. Demonstrated ability to perform in a disciplined manner while under stress.
5. Non-stress and stress firearms proficiency.

NEGOTIATORS - Deputy(s) assigned crisis negotiation duties are assigned to the SWAT Commander. Crisis negotiators are selected using the following criteria:

1. Participation is voluntary.
2. Experience and performance in field operations.
3. High verbal skills and problem-solving abilities.
4. Demonstrated ability under stress.

Once selected, the deputy/negotiator receives specific training for their duties.

TRAINING - Training for SWAT members is conducted monthly. The training is designed to maintain the unit in a state of maximum operational effectiveness.

EQUIPMENT - SWAT members are supplied with special equipment and weapons necessary to fulfill their mission. The SWAT Commander maintains an inventory of all weapons and equipment assigned to the team.

A secure vehicle is maintained for the storage and transportation of SWAT supplies and specialized equipment. The SWAT Commander designates the type of equipment stored in this manner.

SWAT ACTIVATION - The basic operational objective is containment and apprehension. This involves locating and isolating suspects, evaluating the area threatened, and utilizing special tactics to effect apprehension in a manner that affords minimum peril to deputies and citizens who may be directly or indirectly involved. The containment process is highly dependent upon the primary response by the initial deputies and supervisors assigned to the operations.

Successful handling of special situations requires a total team effort in operations. Specific duties are assigned to each element of the team and clear lines of supervision are established to ensure smooth, concise performance of each element. Preplanned execution of a search warrant will require the completion of a Threat Matrix prior to deployment.

OPERATIONAL TERMS - Generally, there are six distinct areas established during a situation:

1. **Inner Perimeter** – A containment area immediately surrounding the situation location that minimizes and controls movement of a suspect within that area. The inner perimeter is to be large enough to present no immediate danger to anyone as well as small enough to ensure control and management of the area.
2. **Outer Perimeter** – A large containment area completely surrounding the inner perimeter that inhibits unauthorized vehicular and pedestrian traffic from reaching the inner perimeter. The outer perimeter is to be positioned in a manner to afford protection and safety to anyone outside the perimeter boundaries.
3. **Control Zone** – The space between the outer and inner perimeters. Deputies manning the outer perimeter may allow authorized persons into the control zone for restricted purposes as designated by the deputy in charge. Depending upon the specific geographic circumstances, unauthorized persons should be evacuated from or secured within the control zone, including bystanders, residents, merchants, and others.

4. **Traffic Control Points** – Key intersections or other locations that restrict all unauthorized vehicular traffic from reaching the boundaries of the outer perimeter.
5. **Command Post** – A temporary location used as the on-scene command center to coordinate the activities of all operational personnel. The command post is placed outside the inner perimeter, preferably inside the control zone, and is to include both the actual command post facility and a controlled immediate area utilized for assembly and parking. Either the Mobile Command Post or another suitable structure may be used as a command post, but telephone service is mandatory except in very unusual circumstances.
6. **Public Affairs Post** – A temporary location used as a briefing point by the Public Information Officer to keep media personnel and other designated officials informed of the situation.

FIRST RESPONDERS - Although deputies assigned to all areas are authorized to apprehend suspects or take other action to ensure the safety of deputies and citizens, time is usually our ally particularly in cases involving barricaded subjects and hostage situations. The concept of containment requires deliberate, well-planned actions for a successful operation.

FIRST RESPONDER PROCEDURES REGARDING AN ACTIVE SHOOTER – The primary responsibility of any law enforcement officer is to protect and save innocent lives. This is especially true in a scene involving an active shooter that could be in a school, business, or home. The term “active shooter” is used generally in this document. It is recognized that the mechanism of injury can take various forms.

When faced with an active shooter, the first responding deputies will utilize a rapid response and deployment. If shots are being fired, the first responding deputies will enter the building and immediately attempt to locate and control the threat by containment, arrest or deadly force. Deputies will move past victims and will not provide immediate treatment of injuries. Although SWAT would be activated, the deputies on the scene should not wait for SWAT to arrive. See General Order 250 (Active Threats) for further on active shooter incidents.

As additional units arrive on scene, they will assist in containing and isolating the subject(s), treating the injured, evacuating and securing the area.

When circumstances indicate a situation may have developed to the point provisions of this General Order are to be implemented, the deputy in charge of the initial call is to ensure a supervisor is notified. The supervisor is to respond to the scene and evaluate the situation.

If appropriate, a supervisor will implement notification of all special teams, units, and other persons he determines necessary to resolve the situation. Additionally, the supervisor will attempt to avoid further confrontation in favor of controlling and containing the situation until the arrival of trained tactical and/or crisis negotiation personnel. In addition, he is to:

1. Assume command of the situation until such command is relegated. When command is relegated, he will assume duties as support and perimeter commander.
2. Assure evacuation of injured victims and bystanders.
3. Designate a radio frequency to be used during the operation and implement procedures to establish communications with other agencies.
4. Establish the inner perimeter, outer perimeter, control zone and traffic control points as necessary.
5. Select a location for the command post and provide for transportation of the Mobile Command Post to the scene.
6. Provide an operator for the command post.
7. Provide security in the immediate area of the command post.
8. Ensure sufficient manpower to handle call levels in unaffected parts of the jurisdiction.
9. Request fire/EMS units to standby at the scene.
10. Assign a deputy to conduct a preliminary investigation of the incident.

Emergency conditions may require a supervisor to initiate some or all of the preceding provisions prior to arrival of a Platoon Commander.

TEAM NOTIFICATION - Utilizing existing procedures, Communications is to coordinate notification of all affected persons, units, and special teams. Manpower to assist in the notification process may be provided in the Communications Center from other sources. Notifications are to be completed within thirty minutes. Information provided to those notified may be brief, but will include, at a minimum:

1. Type of incident.
2. Assembly point and best route, if applicable.
3. Name of commanding officer in charge.

SWAT COMMANDER OPERATIONAL GUIDELINES:

1. The SWAT Commander is to, if at all possible, establish communications with the suspect.
2. The crisis negotiator is to communicate with the suspect and work under the direction of the SWAT Commander, who is to coordinate negotiations with ongoing SWAT activities.
3. The SWAT Commander maintains a list of items that are negotiable and non-negotiable with a hostage-taker. This list is to be adhered to unless express permission to deviate is granted by the Sheriff.
4. The SWAT Commander, working with the on-scene Uniform Patrol Commander, is to make provisions for chase/surveillance vehicles and control of travel routes if he feels they are necessary.
5. General Order 205 governs use of force. Hostile fire may be responded to as a defensive measure. The decision to assault a barricaded suspect is made by the SWAT Commander.
6. The use of chemical and explosive agents is a tactical matter to be decided by the SWAT Commander.

DISCRETION AND CRITIQUE - The Incident Commander is authorized to take appropriate action to resolve the situation outside the parameters of this General Order, if such action is warranted to reduce or remove a threat to human life.

All action taken under the provisions of this General Order are subject to documented review. All SWAT actions are critiqued and evaluated. Written reports evaluating incidents involving death or injury are sent to the Sheriff.

DECOY OPERATIONS: The Commander of Selective Enforcement is responsible for planning decoy operations. This includes the simulation of a potential crime victim, with back-up officers maintaining surveillance.

DIGNITARY PROTECTION TEAM: The Dignitary Protection Team (DPT) will be maintained to provide this Office with a team of specially trained deputies responsible for the protection and escort of government officials, high profile officials, and dignitaries.

Membership on the team will be voluntary and those selected will have the following mandatory qualifications:

- Have a minimum of two years' experience with this office.
- Have above average annual performance evaluation.
- Maintain physical fitness and agility.

- Perform well under stress.
- Be able to score at least 80% on an approved firearms course.

All assigned to the DPT will be approved by the Sheriff or his designee.

The members of the Dignitary Protection Team will receive specialized training on a quarterly basis.

The Sheriff designates a Commander responsible for VIP security. This Commander is responsible for:

1. Preparing a list of special equipment needed for the VIP detail, to include:
 - Barricades and rope.
 - Binoculars.
 - Magnetometers.
 - Radios.
 - Protective vests to be worn by deputies assigned to the immediate proximity of the dignitary.
 - Special weapons, if needed.
2. Ensuring all deputies involved in the operation carry standard issue weapons and ammunition.
3. Conduct planning and scouting of travel routes and alternates.
4. Conduct advance inspection of sites and facilities.
5. Arrange for gathering intelligence information.
6. Coordinate the operation within and outside the Sheriff's Office.
7. Identify needed emergency first aid, EMS and medical facilities.
8. Determine the radio frequency to be used and verify deputies have the necessary radio equipment. All deputies are to have radio communications either by vehicle or walkie-talkie. Plain-clothes personnel are to conceal their walkie-talkies and utilize earplugs. The radio frequency used will normally be the support channel, but unusual occurrences may require the use of another channel. The regional channel may be employed for multiple agency events.
6. Assign a means of identification to each team member, such as lapel pins. These may be as simple as map pins or adhesive paper provided they are identifiable and do not conflict with other agency identification.

If the situation warrants, the Sheriff will designate a commander as liaison with the U. S. Secret Service for purposes of planning and coordination.

SPECIAL EVENTS:

Special events, such as parades, athletic events, public demonstrations or political rallies are normally handled with personnel from Uniform Patrol, Selective Enforcement, Judicial Services, or Criminal Investigations. Each event is to have a supervisor or commander designated as the deputy in charge and he is to be responsible for the planning and coordination of the event.

The Sheriff's Office ALL HAZARDS PLAN contains detailed plans that can be adapted to special event planning regarding the following problems and special circumstances:

1. Logistical requirements.
2. Estimate of traffic volume.
3. Crowd control needs.
4. Anticipated criminal incidents.
5. Contingency plans for traffic direction and control.
6. Use of special operations personnel, if any.
7. Media involvement.
8. Personnel deployment, transportation, and relief.

TRAINING – At least annually, all sworn personnel will receive training in crowd control situations.

SPECIAL EVENT REPORTING REQUIREMENT - At conclusion of the operation, a written after-action report is to be forwarded to the Sheriff.

FITNESS FOR DUTY:

Deputies assigned full-time to undercover surveillance/stakeout, decoy, or SWAT, are to be tested at least annually to determine psychological and physical fitness.

**HOMELAND
SECURITY:**

TERRORISM LIAISON/INFORMATION EXCHANGE – The Sheriff's Office actively participates in the FBI's Joint Terrorism Task Force (JTTF); see General Order 213. Quarterly, the Sheriff and the Chief Deputy meet with statewide law enforcement officials to discuss terrorist related activities.

**REPORTING AND RELAYING TERRORISM
INFORMATION TO THE SHERIFF'S OFFICE JTTF TASK
FORCE INVESTIGATOR** – The following procedures apply to
relaying suspected terrorist activity information to JTTF:

1. Complete a JTTF LEAD SHEET.
2. Forward lead sheet to the Criminal Investigations Division.
3. CID will send completed lead sheets to the Sheriff's Office JTTF investigator.

The JTTF investigator will conduct follow-up investigations. With the approval of the FBI, a declassified investigation disposition will be returned to reporting deputies cited on completed lead sheets.

TERRORISM AWARENESS INFORMATION - Declassified, law enforcement sensitive information will be shared with employees via FBI Intelligence and South Carolina Information Exchange bulletins.

ANNUAL REVIEW:

An annual documented review of training pertaining to active threats will be conducted by the Chief Deputy, Director of Training, and Director of Emergency Management.



Hobart Lewis, Sheriff