

FLORENCE POLICE DEPARTMENT

GENERAL ORDER

Subject: EXECUTIVE AND DIGNITARY PROTECTION	Procedure: General Order 24.2.6 CALEA 46.2.6	Total Pages: 3
Authorizing Signature: Original with Authorizing Signature on File	Effective: 1/01/2011 <input checked="" type="checkbox"/> New <input type="checkbox"/> Amended <input type="checkbox"/> Rescinds	

I. POLICY

It is the policy of this Department to provide executive and dignitary protection and security when requested for persons visiting or residing in Florence who may be the target of serious threats or possible physical injury.

II. PURPOSE

This written order establishes procedures and guidelines for the protection, security, and escort of executives and dignitaries.

III. SCOPE

This written order is applicable to all sworn personnel.

IV. RESPONSIBILITY

It is the responsibility of all department personnel to comply with this directive.

V. GENERAL PROVISIONS

- A. All requests for police security of VIP's will be directed to the Office of the Chief of Police, who will determine the level and nature of services to be provided.
- B. The Chief of Police, or his designee, will serve as the coordinator of the security detail.
- C. Primarily, the Executive Protection Unit will be utilized to provide the extra security, however, if required, SWAT could be mobilized in special circumstances requiring a higher degree of protection.
- D. In the event SWAT is mobilized, all direction and instruction for SWAT members will be coordinated through the SWAT Commander.

VI. PROCEDURES

- A. When a request for VIP security is made to the Chief of Police, the Chief will coordinate with the Special Operations Commander. Either the Chief or the Special Operations Commander will coordinate the details with those outside of the Department who will be involved. Information required includes:

EXECUTIVE AND DIGNITARY PROTECTION

1. Itinerary and Schedule – Dates, times, locations, and any potential conflicts;
 2. Travel Routes – Quickest and safest routes, alternative routes, identification of potential hazards, and emergency exit routes;
 3. Emergency Tactics – Preplanned logistics for medical emergencies, immediate exit routes, “safe house” locations, and communications;
 4. Medical Services – Quick access to medical services and facilities;
 5. Hotels/Meals – Determine plans, needs, and make recommendations based on security considerations;
 6. Communications – Clarify communication channels with Florence Police personnel and with VIP security personnel, including making provision for providing a police radio to VIP party;
 7. Media Availability and Representation – Determine media requirements, needs, and arrangements;
 8. Intelligence – Identify any information concerning possible sources of trouble or potential problems. Information as to threats received or persons who may cause problems should be obtained;
 9. VIP Party Composition – Determine who will be involved in the VIP group, vehicles to be utilized, usual security arrangements, and/or equipment needs;
 10. Coordination with other agencies, when required – Communicate in advance any needs from other agencies such as MSPD, LASO, FFR, EMS, Secret Service, State Troopers, etc;
 11. Required Equipment – Determine if vehicles, radio equipment, body armor, etc will be required for both security personnel and the VIP; and
 12. Advance Inspections – a physical inspection of the route, buildings, and other areas to be visited should be conducted to ensure familiarity with the route, layout, exits, stairways, etc.
- B. At a minimum, patrol supervisors on duty during a VIP visit should be made aware of the visit, general itinerary, and police security plans. Some protection details may require that all officers on duty be made aware. Exact timing and precise security details may be restricted to a need to know basis.
- C. Security will generally be tightest when the VIP is moving either on foot or in a vehicle or when stationary during a public appearance. In general, it may also be necessary to protect the VIP's residence location and any parked vehicles. When traveling by car, there usually should be an advance vehicle, VIP vehicle, and a follow-up car, and the three vehicles should not usually be separated.

EXECUTIVE AND DIGNITARY PROTECTION

- D. Personal security and bodyguard procedures should minimize the impact on the lifestyle of the VIP. Protection may be planned on a double ring concept, with the outer ring of security designed to limit access to the VIP while the inner ring prevents personal contact.
- E. In the event of an emergency, the responsibility of personal security is to protect and remove the VIP from the scene, and not to assist other police officers in quelling disturbances or apprehending perpetrators.
- F. Police personnel assigned to security duties must be carefully selected by their abilities, good hearing and vision, and all should have the same type weapon, ammunition, handcuffs, communications equipment, and security identifier. All should be equipped with body armor.
- G. Close-in security personnel should remain near the VIP. The VIP should never be actually touched except as an emergency signal of impending danger, and the VIP should not be "crowded". Radio traffic should be limited with no direct references to times or places unless part of essential emergency traffic. During times when the VIP is stationary, security personnel should focus all attention outward to spot potential trouble.
- H. Dress of security personnel will be consistent with the event, either appropriate civilian attire or uniform. In civilian attire, all police equipment should be kept out of sight.
- I. Officers assigned to stationary posts will not leave those posts; commanders must plan adequate relief. While on a post, unauthorized intrusions and deliveries will not be allowed. Officers should be polite with the public but not allow any distracting conversations or release any confidential information. No special recognition should be given when the VIP passes the post.
- J. During any VIP foot movement, the security/bodyguards form a protective formation around the VIP, the exact shape determined by the number of personnel assigned and the route followed. For tight security, four persons are used: right front and rear, and left front and rear, with the VIP in the middle. In case of emergency, the four will collapse around the VIP, and will bend the VIP over to reduce target size and then immediately remove him from the area. If an assailant is close by, any weapon will be attacked and the suspect smothered to the ground by other security personnel.

VII. ADVANCE PLANS AND AFTER ACTION REPORT

The Special Operations Commander will ensure the submission of a written report outlining preparations made in regard to the above considerations to the Office of the Chief of Police prior to the scheduled visit, and an after-action report at the end of the security detail.