

General Order

Houston Police Department



ISSUE DATE:

May 10, 2023

NO.

200-10

REFERENCE: Supersedes all prior conflicting Circulars and Directives, and General Order 200-10, dated November 20, 2019

SUBJECT: SIGNIFICANT EVENTS

POLICY

Employees shall maintain effective communication through the chain of command and to the Command Center Division (Command Center) for events likely to result in significant media and/or public attention. Employees shall follow the department's notification procedures for significant events as outlined in this General Order.

This General Order applies to all employees.

DEFINITIONS

Significant Event. Any event that seems likely to result in significant media and/or public attention, that may require additional administrative action or police resources, or about which personnel believe the Command Center should inform the Chief of Police.

1 NOTIFICATION AND RESPONSE PROCEDURES

An employee made aware of a significant event shall immediately notify an appropriate supervisor. The supervisor shall contact the Command Center as soon as possible, but when safe and reasonable to do so, regardless of whether the supervisor has complete information. The supervisor shall update the Command Center as additional information becomes available. If a supervisor is unavailable or unable to notify the Command Center, the most senior employee at the location shall make the notification and shall notify an appropriate supervisor afterwards.

Command Center personnel shall make the required notifications to the night commander, department personnel, and other concerned City departments. The night commander may respond to any relevant incident addressed by this General Order to ensure on-scene personnel handle the incident properly and maintain the integrity of the scene. Upon notification of a significant event, the night commander shall exercise operational authority and may re-allocate personnel and other departmental resources as needed.

Documentation

The supervisor shall complete a *Significant Event Report* at the conclusion of the event and immediately email it to the Command Center and the supervisor's chain of command to the level of commander. If the supervisor does not receive a confirmation email from the Command Center shortly after sending the email, the supervisor shall call the Command Center to ensure they received the *Significant Event Report*.

The Command Center shall prepare *Significant Event Reports* for the Chief of Police, Executive Chief, executive assistant chiefs, and assistant chiefs. Internal Affairs Division (IAD) shall send

Significant Event Reports directly to the Office of the Chief of Police. Homicide Division shall send *Significant Event Reports* directly to the Office of the Chief of Police and the Command Center.

2 SIGNIFICANT EVENTS

All employees should use their judgment in making any necessary notifications regarding incidents that are not listed but may meet the criteria for a significant event. Employees shall follow the notification procedures outlined in Section 1, *Notification and Response Procedures*, for all the following significant events:

- a. Incidents where any law enforcement officer or an HPD employee is shot or shot at.
- b. Incidents involving an officer discharging a:
 1. Firearm (excluding training and lawful recreation with no bodily injury or death).
 2. Soft-impact weapon if serious bodily injury (SBI) or death occurs.
 3. 40mm launcher if SBI or death occurs.
 4. Conducted energy device (CED) if SBI or death occurs.
- c. Arrest (excluding traffic citations) or emergency detention (i.e., *Notification of Emergency Detention* pursuant to General Order 500-12, **Response to Mental Health Incidents**) of:
 1. Any City of Houston employee, including HPD police cadets.
 2. A celebrity and/or prominent person.
 3. Any law enforcement officer.
 4. Any elected official or judge.
- d. Police actions involving:
 1. Special threat situations, as outlined in General Order 600-05, **Special Threat Situations**.
 2. Evacuations, as outlined in General Order 600-28, **Emergency Management**.
 3. Mass arrests of 20 or more people arrested in a single incident.
 4. The use of a WRAP restraint device.
 5. Large undercover operations.
- e. Vehicle pursuits, as outlined in General Order 600-04, **Motor Vehicle Pursuits**, that involve HPD personnel and involve any of the following:
 1. Vehicular crash.
 2. Lasts 15 minutes or longer.
 3. Injury or fatality to any individual.
 4. Weapon discharge by any of the involved parties.
 5. The driver of the pursued vehicle is a juvenile age 10 or younger.
- f. City vehicle crashes involving:
 1. A pedestrian or bicyclist.

2. Three or more City vehicles.
 3. Bodily injury or death to any person.
- g. SBI or death to:
1. A City employee.
 2. A law enforcement officer from any other agency (on or off duty).
 3. Any person under police detention or while during an arrest.
- h. Injuries to an HPD employee, including exposure to a communicable disease as outlined in General Order 300-21, **Communicable Disease Policy**, when:
1. On duty.
 2. Off duty and police related.
- i. Intentional acts by an HPD employee of attempted or actual self-inflicted injury (on or off duty), regardless of injury or severity.
- j. Incidents involving a foreign government representative (employee of an embassy or consulate) who:
1. Claims diplomatic immunity.
 2. Is seriously injured or deceased.
 3. Is arrested.
- k. Drownings that occur at:
1. Public pools.
 2. Bodies of water, including tributaries (e.g., Lake Houston, Buffalo Bayou).
 3. Private locations if involving a victim aged 16 or younger (e.g., residential, apartment, hotel).
- l. Whenever an outside agency requests non-routine assistance or an agency from outside Harris County requests assistance from the following HPD divisions and units, whether or not the assistance is granted:
1. Tactical Operations Division.
 2. Air Support Division.
 3. Marine Unit.
- m. Lost or stolen:
1. HPD identification or equipment.
 2. Police property containing criminal justice information (e.g., stolen police vehicle containing a laptop, computer from a police facility).
- n. A non-controlled landing or collision of a department sUAS with any object or person, as outlined in General Order 400-32, **Use of Drones**.
- o. Disasters, as outlined in General Order 600-28, **Emergency Management**.

- p. Any public assembly or public gathering, as defined by General Order 600-28, **Emergency Management**, at which an officer makes an arrest, or the nature of the event is controversial or noteworthy.
- q. If a civilian employee or citizen is exposed to a high-risk situation during a ride-along, as outlined in General Order 600-32, **Ride-Along Program**.
- r. Hate crimes, including threats of violence, as outlined in General Order 600-37, **Hate Crimes**.
- s. Threats against an employee, public official, or their immediate family members, or a threat against a special event, as outlined in General Order 600-39, **Threats Against Employees, Family Members, Public Officials, and Special Events**.
- t. Bomb threats, suspicious devices, explosions, or incidents involving weapons of mass destruction (WMD) or hazardous materials (HAZMAT), as outlined in General Orders 600-36, **Bomb Threats, Explosive Devices, Explosions**, and 600-41, **Weapons of Mass Destruction**.
- u. Suspicious activity or information that may relate to terrorist or extremist activity. Additionally, incidents involving the theft or loss of weapons, explosives, chemicals, or radiological material, especially if it occurs at a location considered critical infrastructure.
- v. True alarms, criminal activity, or fatalities at or near any City owned property (e.g., buildings, parks, and land, including HPD facilities).
- w. Aircraft incidents including hijacking or skyjacking at or enroute to any Houston airport facility and aircraft crashes within a 45-mile radius of 1200 Travis.
- x. The following noteworthy events:
 - 1. Complete closure of a freeway.
 - 2. Adulterated or tampered food incidents.
 - 3. Police impersonations while committing a crime.
 - 4. Any equipment failure that impacts the continuity of operations.
 - 5. Gang-related aggravated assaults, murders, and/or planned gang fights.
 - 6. Power outages or blackouts affecting police services or a significant area of the city.



Troy Finner
Chief of Police