



**District Tactical Teams**

ISSUED DATE: <b>19 November 2014</b>	EFFECTIVE DATE: <b>19 November 2014</b>	DATE UPDATED: <b>19 November 2014</b>	RESCINDS: <b>BOPSO 09-02</b>
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RELATED DIRECTIVES: S03-03; S03-03-03; S03-03-04; S10-03; G10-01; G10-01-02

**I. Purpose**

This order:

- A. Continues district tactical team operations.
- B. Identifies the organization and function of district tactical teams.
- C. Identifies the duties and responsibilities of district tactical team members.
- D. Identifies the duties and responsibilities of district supervisory and command personnel with respect to district tactical teams.

**II. General Information**

Tactical teams are sworn members assigned to the fourth (4<sup>th</sup>) watch and designated by a 60 series designator. Officers assigned to tactical teams will not hold a bid position on any other watch. They are intended to provide District Commanders with flexibility in the assignment of personnel in dealing with crime and disorder problems affecting the district. The activities of tactical teams are to be directed to the protection of property and prevention of crime. Although officers assigned to tactical teams are not to be considered follow up investigators, it is recognized that the nature of tactical team operations may sometimes require procedures which may be considered follow up in nature. In those cases, supervisory personnel must be prepared to justify their actions.

**III. Organization and Function of District Tactical Teams**

- A. District tactical teams will:
  - a. be commanded by a lieutenant who will be responsible to the District Commander. In the Lieutenant's absence, they will report up the District chain of command.
  - b. consist of three teams, each team made up of ten officers (10) and one (1) sergeant.
  - c. be assigned to the 4<sup>th</sup> watch in the CLEAR system
  - d. be identified as Tactical Team A (61), Tactical Team B (62), and Tactical Team C (63); and follow the existing radio call identification procedures (i.e. 1161A, 1562B, etc).
- B. No district will have more than three (3) tactical teams without written authorization from the Chief, Bureau of Patrol.

**Note:** The written authorization request for renewal will be submitted annually through the chain of command prior to the end of the 10<sup>th</sup> police period so approval may be obtained prior to annual watch selection.

- C. District tactical teams will be assigned to work the following watches each period in a rotating fashion outlined annually in a Bureau of Patrol Special Order:

- a. One team will work second watch.
  - b. One team will work third watch.
  - c. One team will provide relief for each of the other teams when they are regular day off.
- D. The day off group, watch rotation, and duty hours for each tactical team will be specified annually in a separate Bureau of Patrol Special Order. This includes any additional team allowed by the Chief, Bureau of Patrol.
- E. District tactical teams will maintain radio communications with zone dispatchers and be available to respond to calls of an emergency nature and to calls when there are radio assignments pending.
- F. District tactical teams may be utilized for details outside the district of assignment.

**Note:** Whenever a district tactical team is utilized for a detail outside the district of assignment, replacements for personnel on furlough, medical, etc. will be made from other tactical teams and then to personnel assigned to the watch so that a full complement of personnel is utilized for the assignment.

In cases where the detail is an overtime hire back, only 4<sup>th</sup> watch personnel will be allowed. Any shortages will be reported to the Area Deputy Chief who will be responsible for providing replacement personnel.

#### IV. Responsibilities

##### A. District Commanders will:

1. identify a lieutenant to be assigned as the District Tactical Lieutenant and submit a report for approval of this assignment through the chain of command to the Chief, Bureau of Patrol.

**Note:** Tactical Lieutenants will only be assigned with the approval of the Chief, Bureau of Patrol. The signed approval letter will be retained in the district of request.

2. identify sergeants to be assigned to district tactical teams who have a minimum of six (6) years continuous service and one (1) year of time in grade and submit a report for approval of this assignment through the chain of command to the Chief, Bureau of Patrol.

**Note:** District Commanders may identify a sergeant to be assigned to a tactical team who does not meet this requirement. However, detailed written justification for this assignment must be provided in the request to the Chief, Bureau of Patrol. Such justification may include prior police experience, military, etc.

3. identify police officers to be assigned to district tactical teams who have a minimum of three (3) years continuous service and submit a report for approval of this assignment through the chain of command to the Chief, Bureau of Patrol.

**Note:** District Commanders may identify a police officer to be assigned to a tactical team who does not meet this requirement. However, detailed written justification for this assignment must be provided in the request to the Chief, Bureau of Patrol. Such justification may include prior police experience, military, etc.

4. confer with the Tactical Lieutenant regarding deployment strategies and missions for the district tactical teams.

5. continually review the activity of district tactical teams.

**B. Tactical Lieutenants will:**

1. be responsible for the efficiency of tactical unit operations and the coordination of tactical teams within the district.
2. work closely with the District Commander, Executive Officer and all other supervisory personnel in the district identifying crime activity within the district, as well as working on crime patterns identified by other units of the Department.
3. work with the District Commander and the District Intelligence Officer on identifying gang factions within the district and prioritizing them based on violence.
4. Assist the District Commander in conducting the annual gang audits.
5. monitor allegations of misconduct made against members assigned to district tactical teams.

**Note: Tactical Lieutenants will ensure that counseling and progressive discipline are employed and documented to correct any unacceptable behavior. The use of the Personnel Concerns Program and the Behavioral Intervention System will be utilized when appropriate. Tactical personnel who do not conform to the established principles of the Department after corrective measures are employed are to be removed from assignment to the tactical team.**

6. when available, conduct roll calls, special roll call training, and the inspection of uniforms or casual dress of members assigned to tactical teams.
7. inspect members assigned to district tactical teams for the BDU and Riot Control Kit as specified in Bureau of Patrol Special Order entitled "BDU and Riot Control Kit".
8. maintain liaison with the Bureau of Organized Crime Area Gang Enforcement Lieutenant regarding gang and narcotics issues in the district.
9. maintain liaison with the Area Deputy Chief's office regarding gang and narcotics issues in the district and Area deployments.
10. when operationally feasible, accompany tactical team members on search warrants being executed during his / her regular tour of duty to observe tactics and conduct.
11. maintain communication with the District Intelligence Officer and Community Policing Sergeant concerning District intelligence

**C. Tactical Sergeants will:**

1. supervise the activities of tactical team personnel to ensure team personnel function productively.
2. when assigned to work in casual dress, maintain a full and complete seasonal uniform, including riot helmet and baton, at the district station.
3. be required to have the Battle Dress Uniform and Riot Control kits as outline in B.O.P.S.O. 13-09.
4. assign members to work in minimum two person units. Under no circumstances will tactical officers be assigned as a "99" unit for their tour of duty.
5. to the extent possible, respond to the detention facility when notified of an arrest by members of his / her tactical team, and supervise the arrest process.

6. keep the Tactical Lieutenant and on duty Watch Operations Lieutenant or District Station Supervisor informed of the activity and assignments of tactical team personnel.
7. maintain liaison with the Bureau of Detectives, Bureau of Organized Crime Area Gang and Area Saturation enforcement Sergeants and other Tactical Sergeants in adjoining districts on matters of mutual interest.
8. ensure that all required reports detailing the activity of tactical team personnel are accurately completed and appropriately submitted.
9. conduct roll calls, special roll call training and the inspection of uniforms or citizen dress of members assigned to his / her tactical team.
10. prepare and submit a Supervisor's Management Log (CPD-11.455) for each tour of duty.
11. update the tactical team lineup into the PCAD system immediately after roll call, and provide a copy of this lineup to the on-duty Watch Operations Lieutenant or District Station Supervisor

**Note:** When the tactical team, or members of the tactical team, will be involved in a specific mission that would justify a non-availability status for radio assignments, the Tactical Sergeant will obtain the approval of the on-duty Watch Operations Lieutenant or District Station Supervisor before excluding the team or individual units from the lineup.

12. when operationally feasible, ride with tactical team members and document on his / her Supervisor's Management Log (CPD-11.455) the ride along.
13. be present and assume the role of on scene supervisor for all consent to search incidents, as defined in the department directive entitled "Consent to Search Incidents," involving tactical team members under his / her supervision.

**D. Tactical Officers will:**

1. work the duty hours consistent with the guidelines established annually in a separate Bureau of Patrol Special Order. By nature of assignment and in accordance with the contract, duty hours can be changed and days off may be cancelled based on Department needs.
2. when assigned to work in casual dress, the members actual or embroidered star and nametag will be affixed to the outer garment in accordance with U04-01-02. While in any police facility, all members in citizens dress will display their Department ID.
3. when assigned to work in casual dress, maintain a full and complete seasonal uniform, including riot helmet and baton, at the district station.
4. be required to have the Battle Dress Uniform and Riot Control kits as outline in B.O.P.S.O. 13-09.
5. when assigned to work in casual dress, wear clothing which is conducive to the mission assigned. Clothing displaying messages or slogans of a derogatory or offensive nature is prohibited.

**Note:** Members assigned to district tactical teams will conform to the haircut and grooming standards specified in the Department directive entitled "Personal Appearance, Uniform / Citizen's Dress and Equipment Specifications."

6. attend court in the official uniform or in conservative business attire, as specified in the department directive entitled "Personal Appearance, Uniform / Citizen's Dress and Equipment Specifications."
7. when not assigned to a specific mission, engage in patrol activities targeting serious criminal activity and violence reduction within the district.
8. notify his or her supervisor prior to conducting any consent to search as defined in the Department directive entitled "Consent to Search Incidents."



Wayne M Gulliford  
Chief  
Bureau of Patrol

WMG/ETJ/mah