



# ROCKFORD POLICE DEPARTMENT

## GENERAL ORDER

**NUMBER:** 1.07

**TITLE:** Jurisdiction and Mutual Aid

**SERIES NUMBER:** 1

**SERIES TITLE / SUBJECT:** Law Enforcement Role, Responsibilities and Relationship

**TOPICS/ REFERENCE:** Assistance, Boundaries, Jurisdiction, Mutual Aid

**APPENDICIES:** None

**ORIGINAL EFFECTIVE / ISSUE DATE:** October 24, 2005

**DATE OF LAST REVISION:** May 01, 2013

**THIS ORDER REMAINS IN EFFECT UNTIL REVISED OR RESCINDED**

**CALEA STANDARDS:** 2.1.1 - 2.1.2 - 2.1.3 - 2.1.4

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### Policy:

It is the policy of the Rockford Police Department to provide efficient, high quality law enforcement services within the corporate jurisdiction of the City of Rockford during emergency and non-emergency situations. The Department also recognizes the value of mutual aid as a necessary and valuable method of providing a high level of service to citizens of our community and those in neighboring jurisdictions.

### Purpose:

The purpose of this General Order is to establish policy and procedures for defining jurisdictional boundaries and requesting and responding to requests for mutual aid.

These guidelines are not meant to be all-inclusive, since each incident must be dealt with on an individual basis, but are intended as broad guidelines to assist the employees and supervisors involved.

This General Order is comprised of the following numbered sections:

- I. DEFINITIONS
- II. DEPARTMENT JURISDICTION
- III. BACK-UP OR EMERGENCY ASSISTANCE TO OTHER LAW ENFORCEMENT AGENCIES
- IV. EXISTENCE AND SCOPE OF FORMAL MUTUAL AID AGREEMENTS
- V. ILLINOIS LAW ENFORCEMENT ALARM SYSTEM (ILEAS)
- VI. REGIONAL MUTUAL AID AGREEMENT
- VII. REQUESTING MUTUAL AID
- VIII. DUTIES ON RECEIPT OF REQUEST FOR MUTUAL AID
- IX. DUTIES OF ROCKFORD POLICE OFFICERS TO MUTUAL AID
- X. FEDERAL AND NATIONAL GUARD ASSISTANCE

- XI. EFFECTIVE DATE
- XII. REVIEWS, REVISIONS AND CANCELLATIONS

- I. Definitions:

- A. Concurrent Jurisdiction: Sharing of, or having equal authority or jurisdiction.
- B. Emergency Situation: An actual or potential condition that poses an immediate threat to life or property or any situation, which exceeds the capability of a local agency to effectively counteract.
- C. Mutual Aid: Mutual Aid is generally defined as:
  - 1. The response to a formal request for assistance from another law enforcement agency, which requires the response of two or more Rockford Police Department Officers.
  - 2. The formal request by the Rockford Police Department for two or more officers from another law enforcement agency.

NOTE: Routine assistance rendered to another agency in the form of traffic control, backup on service calls, K-9 assistance, hot pursuit, or other patrol or investigative assistance, is not considered mutual aid.

- II. Department Jurisdiction:

- A. The area of jurisdiction for the Rockford Police Department is the geographic boundaries of the City of Rockford.
- B. A detailed map of the City of Rockford is maintained in the second floor Patrol Services Bureau squadroom.
- C. Official city boundary records are maintained in the offices of Community Development.
- D. Within the City of Rockford the Department has concurrent jurisdiction with the Winnebago County Sheriff's Department, the Rockford Park District Police, the Metro Centre Authority Police, as well as with state and federal law enforcement agencies.
- E. Any of these agencies may, from time to time, request assistance from the Rockford Police Department.
- F. In any situation where a question arises concerning jurisdiction with another agency, the responding Rockford officer will make every effort to resolve the matter in the most professional manner possible. If the responding officer cannot resolve this matter, a supervisor will be notified immediately.

- III. Back-Up or Emergency Assistance to Other Law Enforcement Agencies:

- A. Officers observing another law enforcement agency taking law enforcement action in the City of Rockford, or in the area immediately surrounding the City, may stop and give assistance.
- B. If an officer hears a call for assistance by another law enforcement agency transmitted over a police radio or any other means, and the request is within the City of Rockford or within reasonable distance from the City's limits, the officer will immediately contact their supervisor or the 911 Communication Center for permission to respond.
  - 1. Seeking permission first is not required when the call for assistance is in the form of an "officer needs assistance/10-78" call, although notification of being in route must be given to the 911 Communication Center.

- C. The type and amount of assistance and service provided to other agencies after supervisory approval may include, but is not limited to:
    - 1. Uniformed Officers,
    - 2. Detectives,
    - 3. Identification Unit personnel,
    - 4. Accident Reconstructionist,
    - 5. Special Unit personnel (Bomb, Canine, Dignitary Protection, Hostage Negotiation, Mobile Command, Mobile Field Force, SWAT).
  - D. In the absence of any existing mutual aid agreements, reasonable assistance may be provided to other agencies under applicable state statutes (65 ILCS 5/1-4-8 and 65 ILCS 5/11 1-2.2).
- IV. Existence and Scope of Formal Mutual Aid Agreements:
- A. Mutual aid agreements are allowable under the Illinois Constitution and applicable state statutes (Article VII, section 10; 5 ILCS 220/1 et seq.; 745 ILCS 10/7-101 et. Seq.; and 65 ILCS 5/11-1-2.1).
  - B. The Rockford Police Department is part of both the statewide (Illinois Law Enforcement Alarm System – ILEAS) and regional mutual aid agreements whereby requests for temporary emergency assistance may be made from any or all other member agencies.
  - C. The Commander of Field Services Bureau will review, or cause to be reviewed, both mutual aid agreements on an annual basis for the purpose of updating the legal status as well as updating information on parties to either agreement.
- V. Illinois Law Enforcement Alarm System (ILEAS):
- A. The Rockford Police Department is a member of ILEAS. This membership provides for reciprocal service to protect the communities of Illinois in the event of an emergency situation.
  - B. Requests for mutual aid have been divided into ten (10) levels so all participants will understand the severity of a given situation. The agencies on each level are listed on the ILEAS Alarm Card. An ILEAS Level 1 Alarm summons five (5) law enforcement officers (one officer from five different agencies) to respond to a staging area. The Level 1 Alarm agencies are the agencies closest to the requesting agency.
  - C. If an emergency continues to escalate, and more manpower is needed, the stricken agency can request additional alarms, from Level 2 to Level 10. Each alarm brings more manpower and equipment to the staging area.
  - D. In case of high life hazard, the stricken agency may choose to call a large amount of manpower and equipment to the staging area quickly. The agency can skip as many alarm plans as necessary to fulfill its manpower requirements (i.e., a level 3 would immediately bring to the staging area all of the manpower and equipment listed in levels 1, 2, and 3 for a total of 15 responding agencies).
- VI. Regional Mutual Aid Agreement:
- A. The Rockford Police Department is a member of a regional mutual aid agreement made up of agencies throughout Winnebago County and several nearby counties, which establishes a procedure by which the Rockford Police Department shall request and respond to situations requiring mutual aid.

- B. For the purposes of planning, agencies in this agreement have listed tentative manpower and equipment available for mutual aid in three categories for all shifts.
    - 1. Class A: Officers and vehicles available within 10 minutes time.
    - 2. Class B: Officers and vehicles available within 30 minutes time including those responding in Class A.
    - 3. Class C: Officers and vehicles available beyond 30 minutes time, including those responding in Class A and Class B.
- VII. Requesting Mutual Aid:
- A. When a situation arises that exceeds the available resources of the Department, the on-duty Shift Commander will notify the Commander of Field Services Bureau for authorization and to determine which mutual agreement is needed.
  - B. If the request will be made using ILEAS, the alarm activation will be made by contacting the 911 Center which will in turn call the ILEAS primary Dispatch Center (847-590-3500). In the event they are out of service, call the ILEAS secondary Dispatch Center (City of Peoria Communication Center, 309-494-8000).
  - C. If the request will be made using the regional Mutual Aid Agreement, the request will be made by telephone or in writing to the designated official each responding agency.
  - D. When making a request under either agreement supervisors must be prepared to provide enough information for the responding agencies as necessary to confirm the emergency situation and to assess the types and amount of assistance that will be provided. This may include any of the following:
    - 1. Your name, rank and agency.
    - 2. The alarm level or class of request (see sections "V" and "VI" of this General Order).
    - 3. The nature of the incident and steps being taken to quell the situation.
    - 4. Any special details or instructions for responding personnel.
    - 5. Location of staging area and the supervisor in charge of staging.
- VIII. Duties on Receipt of Request for Mutual Aid:
- A. Any officer or supervisor receiving a request for mutual aid will immediately notify the Shift Commander who will authorize personnel, if available, to respond and will ensure that the Commander of Field Services Bureau is notified.
  - B. The needs of our Department and the number of available personnel on duty will determine which mutual aid agreement is involved. A refusal to render assistance may be made, or to recall any or all rendered assistance, whenever it is believed that a refusal or recall is necessary to ensure adequate protection to our jurisdiction or our personnel.
  - C. The Shift Commander will notify the 911 Center (ILEAS response) or the requesting agency (regional Mutual Aid Agreement response) directly with what officers and equipment will be responding.
  - D. In either case the Shift Commander will obtain the name of the requesting agency, the contact officer, the type of request, the on-scene commander, the staging area, the location of the command post, and how communication with the requesting agency is to be conducted by responding officers.
  - E. The Shift Commander will ensure that an officer or supervisor is assigned to complete an "Assist Other Agency" report upon termination of the mutual aid response.

- IX. Duties of Rockford Police Officers to Mutual Aid:
  - A. Officers responding to another community on a mutual aid request will immediately report to the designated officer in charge and shall place themselves under his direct command.
  - B. The line of command designated by the agency in need will be followed under all circumstances without regard to the rank of the responding officer.
  - C. As a general rule, mutual aid personnel will supplement the requesting agency's personnel and should not be assigned to hazardous duties when adequate manpower is available from the requesting agency.
  - D. Some suggested uses of responding mutual aid personnel are:
    - 1. Provide care and aid to the injured,
    - 2. Search and rescue operations,
    - 3. Evacuation,
    - 4. Traffic and crowd control,
    - 5. Perimeter security,
    - 6. Prisoner transportation and processing.
  
- X. Federal and National Guard Assistance:
  - A. As provided by statute (65 ILCS 5/3.1-35-25), the Mayor, subject to the authority of the Governor, may call upon the Illinois National Guard to "aid in suppressing riots and other disorderly conduct, or to aid in the carrying into effect any law or ordinance."
  - B. Upon confirmation by the Mayor that an emergency exists whereupon local resources are not capable of handling such an emergency, the Mayor can make a formal request for military assistance.
  - C. The Chief of Police or his designee may make a request for Federal Law Enforcement assistance for investigative matters that come to our attention and fall outside the jurisdiction of the Rockford Police Department.
  
- XI. Effective Date:
  - A. The Department's policy on Mutual Aid became effective on October 24, 2005.
  
- XII. Reviews, Revisions and Cancellations:
  - A. This General Order will be reviewed annually by the Commander of the Field Services Bureau and, when necessary, revised or cancelled in accordance with the procedures for reviewing written directives established in General Order *10.01 – Written Directives*.
  - B. Any employee with suggestions for revisions and/or improvements to this order are encouraged to submit their ideas to Commander of the Field Services Bureau.

BY ORDER OF  
Chet Epperson  
Chief of Police