

# **ANNEX G**

# **LAW ENFORCEMENT**



# APPROVAL & IMPLEMENTATION

## Annex G

### Law Enforcement

This emergency management plan is hereby approved. This plan is effective immediately and supersedes all previous editions.

\_\_\_\_\_  
John Hall  
Vice President of Administration  
& Campus Operations

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kim A. Lemaux  
Chief of Police

\_\_\_\_\_  
Date

\_\_\_\_\_  
Leah Hoy  
Director of Environmental Health & Safety

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bill Poole  
Assistant Vice President of Facilities Management  
& Campus Operations

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cindy Mohat  
Emergency Management Coordinator

\_\_\_\_\_  
Date



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# ANNEX G

## LAW ENFORCEMENT

### I. AUTHORITY

See Section 1 of the Basic Plan for general authorities

### II. PURPOSE

The purpose of this annex is to outline University of Texas at Arlington (UTA) organization, operational concepts, responsibilities, and procedures to accomplish emergency law enforcement for the students, staff, and faculty of UTA in the event of an impending emergency situation.

The UT Arlington Police Department (UTA PD) would develop and maintain supporting best practice guidelines to the plan. These are on file at the UTA PD located at 700 South Davis Drive, Arlington, Texas 76019 under the authorization of the chief of police.

### III. EXPLANATION OF TERMS

#### A. Acronyms

Arlington	City of Arlington
EH&S	Environmental Health & Safety
EOC	Emergency Operations Center
HazMat	Hazardous Material
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
NIMS	National Incident Management System
NRF	National Response Framework
UTA	University of Texas at Arlington
UTA PD	University of Texas at Arlington Police Department

#### B. Definitions

1. Anti-terrorism activities. Use of defensive methods, including intelligence collection, investigation, passive protection of facilities, implementation of physical and personnel security programs, and emergency planning, to combat terrorism.
2. Counter-terrorism activities. Use of offensive measures to combat terrorism, such as use of law enforcement and military resources, to neutralize terrorist operations.
3. Crisis management. Measures taken to define the threat and identify terrorists, prevent terrorist acts, resolve terrorist incidents, investigate such incidents, and apprehend those

responsible. Law enforcement agencies would normally take a lead role in crisis management.

4. Hazardous Material (HazMat). The National Response Framework (NRF) defines HazMat as a substance or material, including a hazardous substance, that has been determined by the secretary of transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated (see 49 Codes of Federal Regulations 171.8). The term is also intended to mean hazardous substances, pollutants, and contaminants as defined by the National Oil and Hazardous Substances Pollution Contingency Plan.
5. Incident action plan. An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It would include the identification of operational resources and assignments. It would also include attachments that provide direction and important information for management of the incident during one or more operational periods.
6. National Incident Management System (NIMS). The NIMS provides a consistent nationwide approach for federal, state, territorial, tribal, and local governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.
7. NRF. An all-discipline, all-hazards framework that establishes a single comprehensive framework for the management of domestic incidents. It provides the structure and mechanisms for the coordination of federal support to state, local, and tribal incident managers and for exercising direct federal authorities and responsibilities.
8. Terrorist incident. According to the NRF, a terrorist incident is any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United State or of any state or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

## IV. SITUATION & ASSUMPTIONS

### A. Situation

1. University of Texas at UTA PD is to continue efforts to protect the lives of students, staff, and faculty during emergency situations on campus. They are to protect the property of UTA.
2. During large-scale emergencies and major disasters on campus, UTA PD would be required to expand their operations and undertake certain tasks that are not performed on a day-to-day basis.

3. Large-scale emergencies and acts of terrorism would adversely impact UTA PD personnel, equipment, and facilities on campus.

## **B. Assumptions**

1. During large-scale emergency situations on campus, some normal law enforcement activities might be temporarily reduced in order to provide resources to respond to the emergency situation. Resources would be needed from City of Arlington (Arlington) police department or other agencies.
2. During large-scale evacuations, UTA PD would be needed to control traffic on campus. In the aftermath of an evacuation, security must be provided for areas that have been evacuated to protect property and deter theft.
3. In the aftermath of disaster, it would be necessary to control access to damaged areas to protect public health and safety and deter theft on campus.
4. If there is a threat of terrorism or civil disturbance, key facilities on campus that house operations or provide essential services to the students, staff, and faculty would require protection.

# **V. CONCEPT OF OPERATIONS**

## **A. General**

1. UTA PD has the primary responsibility for enforcing laws, protecting university property and protecting the lives of students, staff, and faculty during emergencies on campus. UTA PD resources include:
  - a. Chief and assistant chief of police officers and its reserves
  - b. Patrol officers and public safety officers
  - c. Parking Department
  - d. Transportation Department
  - e. Crime Prevention Department
  - f. Key Control Department
  - g. UT Arlington Police Dispatch Center
  - h. Criminal Investigation Department
  - i. Office of Emergency Management

2. UTA PD emergency response operations are in accordance with NIMS, which employs two levels of incident management structures.
  - a. The Incident Command System (ICS) includes a core set of concepts, principles, and terminology applicable to single or multiple incidents, regardless of their scope
  - b. Multi-agency/departments coordination systems integrate a combination of facilities, equipment, personnel, procedures, and communications into a common framework, which allows for the coordination and support of incident management.
3. Many of the tasks required of UTA PD during emergency operations are simply an expanse of normal daily responsibilities. These responsibilities include enforcing laws, maintaining order, traffic control, and crowd control.
4. During emergency situations, UTA PD would be called on to undertake a number of tasks not typically performed on a daily basis, including protection of key facilities on campus, enforcing curfews, and controlling access to damaged areas of campus.

## **B. Implementation of NIMS/ICS**

1. The first official responder on the scene of an emergency situation would initiate ICS and establish an incident command post (ICP). As other responders arrive, the individual most qualified to deal with the specific situation would serve as the incident commander (IC). The IC would direct and control responding resources and designate emergency operating areas. The Emergency Operations Center (EOC) would not be activated at this time.
2. During major emergencies, disasters, or catastrophic incidents, it would be necessary to transition from the normal ICS structure to a multi-agency/department coordination system. The EOC is central to this system and functions as a conduit for coordinating information and resources. The IC manages and directs the on-scene response from the ICP. The EOC would mobilize and deploy resources for use by the IC, coordinate external resource and technical support, research problems, provide information to senior managers, disseminate emergency public information, and perform other tasks to support on-scene operations on campus.

## **C. Law Enforcement**

1. UTA PD is to enforce the laws and regulations during emergency situations on campus in the manner they are enforced on a day-to-day basis.
2. During emergency situations on campus, particularly major disasters, some disaster-related laws and regulations would be put into effect for a limited period; these must also be enforced by UTA and local law enforcement agencies. When a disaster threatens or has occurred on campus, the Executive Policy Group would issue a disaster declaration. If further resources are needed, UTA PD would collaborate with the Arlington's Office of Emergency Management and the Arlington Police Department.

## D. Evacuation Operations

1. UTA PD has the lead role in protecting the lives and property of students, staff, and faculty on campus during an evacuation. See Annex E, Evacuation for more detailed information on this emergency function.
2. Evacuation would be expedient or preplanned. Evacuation preplanning would be performed for those areas known to be at risk with specific hazards. Such risk areas include areas subject to recurring flooding and areas at risk from a release of hazardous materials from facilities that make, use, or store such materials.

- a. Expedient evacuation:

Expedient evacuations are evacuations that must be conducted with little notice, frequently in response to a request from the IC at the scene.

- b. Preplanned evacuation:

For known hazardous material areas, emergency management, in collaboration with Environmental Health & Safety (EH&S) office, facilities management, and if needed Arlington would provide evacuation plans referenced in Annex Q, Hazardous Materials & Oil Spill Response. Such evacuation preplanning would involve the emergency management staff and other emergency services. Other known risk areas and the evacuation routes from those areas are described in Annex E, Evacuation. The Executive Policy Group would initiate preplanned evacuations on campus.

- c. During evacuations on campus, UTA PD would:

1. Provide information on evacuation routes to the public information officer for dissemination to the university and through appropriate media channels.
2. Alert those in the affected area who have not been warned by other means.
3. Deploy units to direct and control traffic.
4. If time permits, request that facilities management deploy signs and other traffic control devices to expedite the flow of traffic.
5. Notify adjacent jurisdictions that would be affected by the evacuation, preferably before the evacuation commences.
6. Monitor traffic flow and resolve problems; report evacuation progress to the EOC.

7. Provide appropriate road condition information and travel recommendations.
8. For large-scale evacuations, ensure that there are provisions to remove disabled vehicles or those that run out of fuel from evacuation routes in a timely manner.
9. Ensure that special needs populations are attended to.

#### **E. Warning**

See Annex A, Warning for further information on this emergency function.

#### **F. Area Security & Incident Scene Control on Campus**

1. Incident scene control on campus

In response to a request from the IC, UTA PD would provide traffic control and perimeter control in collaboration with EH&S at incident scenes, including HazMat spills, chemical spills, major fires, explosions, and other types of incidents.

2. Security for evacuated areas on campus.

In an evacuation, the security of evacuated areas is extremely important. Those who have evacuated would not do so in the future if their property has been damaged or stolen during their absence. Experience has shown that law enforcement agencies must provide security in evacuated areas to minimize looting. Access to such areas would be controlled by road closures and, where appropriate, barricades. Access controls would be supplemented by periodic roving patrols, particularly within areas that are readily accessible by persons on foot.

3. Access control and security for damaged areas on campus.

In areas that have suffered damage, access must be controlled to protect the health and safety, as well as to protect property of students, staff and faculty. UTA PD would control access to such areas by closing roads, establishing fixed posts, and putting up barricades. Access controls would be supplemented by periodic roving patrols, particularly within areas that are readily accessible by persons on foot. Re-entry to damaged areas would generally be conducted in the three phases outlined below:

1. Phase one – emergency workers. Admit police, fire, emergency medical service, utility crews, emergency management personnel, building inspectors, and local, state, and federal response agencies.
2. Phase two – concerned parties. Admit students, staff, faculty, insurance agents, media, and contractors making temporary repairs. The following

conditions would prevail before these individuals are authorized to enter the damaged area:

- a. The threat that caused the evacuation has been resolved.
  - b. Sufficient debris has been removed to permit travel and roads are safe to use.
  - c. Downed power lines have been removed; ruptured gas, water, and sewer lines have been repaired or rendered safe; and other significant safety hazards have been eliminated.
  - d. Structures have been inspected and those unsafe to enter are so marked.
  - e. Some means of fire protection is available.
3. Phase three – general public.
4. Guidance for personnel staffing access control points on campus.
- a. To ensure consistent treatment, personnel staffing access control points would be provided with clear written guidance on who would be admitted to damage areas in each phase or reentry. This guidance would be formulated by the UTA PD, coordinated by the emergency management coordinator and approved by the Executive Policy Group.
  - b. A pass or permit system would be implemented to simplify regular ingress and egress. If a pass or permit system is used, passes or permits and appropriate written instructions for their use would be developed by the UTA PD, coordinated by the emergency management coordinator, and approved by the Executive Policy Group. Copies would be provided to all personnel staffing access control points.

## **G. Security of Key Facilities on Campus**

1. There are a number of facilities that must remain in operation during and after an emergency situation to provide essential services to the university. These include direction and control facilities, operating locations for emergency response units, utilities, health and counseling facilities, food suppliers, and key communications services. When there is a credible threat to these facilities that would disrupt the continuity of university essential services, UTA PD would be requested to provide additional security for these key facilities.
2. In the event there is a credible threat of terrorist action within the campus, see Annex V, Terrorist Incident Response and readiness levels for a complete description of readiness actions.

## **H. Terrorism Incident Response on Campus**

### **1. Crisis management**

UT Arlington Police Department has the lead in terrorism crisis management activities. Pre-incident crisis management activities include efforts to define the threat, identify terrorists, and prevent terrorist acts. Post incident crisis management activities include efforts to resolve the terrorist incident, investigate it, and apprehend those responsible. Refer to Annex V, Terrorist Incident Response for more information on the response to terrorist threats and activities. The requirements of crisis management and consequence management are combined in the NRF.

### **2. Consequence management**

Consequence management activities undertaken to deal with effects of a terrorist incident are conducted in essentially the same manner as the response and recovery operations for other emergencies or disasters. Post-incident crisis management activities, such as investigation, evidence gathering, and pursuit of suspects, would continue during consequence management. The lead agencies for crisis management and consequence management would mutually determine when crisis management activities are complete. The lead role in terrorism consequence management would be assigned to one of several local departments or state and federal agencies, depending on the type of incident that has occurred. UTA PD would typically play a significant supporting role in the conduct of consequence management activities. The requirements of crisis management and consequence management are combined in the NRF.

## **I. Disaster Reconnaissance on Campus**

In the immediate aftermath of an emergency situation, the IC or the EOC staff would request the facilities management, along with the UTA PD, to conduct reconnaissance to identify specified areas affected and provide an initial estimate of damages on campus. Timely initial disaster reconnaissance, also referred to as a windshield survey, is important in deciding what assistance is needed immediately and where resources would be initially committed.

## **J. External Assistance**

If UTA PD resources and those available through Arlington are insufficient to deal with an emergency situation, support would be requested from the University of Texas System, Tarrant County, and the state using the procedures outlined in Section V of the Basic Plan.

## **K. Phases of Emergency Management**

### **1. Prevention**

- a. Operate a local warning system, see Annex A, Warning.
- b. Carry out anti-terrorist activities, see Annex V, Terrorist Incident Response.

2. Preparedness

- a. Review and update plans and procedures
- b. Identify preplanned evacuation routes for known risk areas and prepare traffic control plans.
- c. Identify key facilities and determine possible security requirements.
- d. Develop communications systems that provide for connectivity of local law enforcement agencies and external agencies that would respond pursuant to inter-local agreements.
- e. Train primary and auxiliary law enforcement personnel to conduct emergency operations.
- f. Identify and train law enforcement personnel to staff the EOC and ICP.
- g. Conduct drills and exercises to test plans, procedures, and training.

3. Response

- a. Maintain law and order.
- b. Carry out back-up warning, see Annex A, Warning.
- c. Perform traffic control for evacuations, see Annex E, Evacuation and other appropriate situations.
- d. Carry out crowd control where needed.
- e. Provide security for key facilities.
- f. Provide security for evacuated areas.
- g. Provide security for shelter and mass care facilities.
- h. Conduct counter-terrorism operations.
- i. Conduct initial disaster reconnaissance.
- j. Support other emergency operations.

4. Recovery

- a. Continue security operations as needed.

- b. Perform traffic control for return of evacuees if needed.
- c. Provide access control for damaged areas, issuing passes/permits if required.
- d. Assist in damage assessment.

## **VI. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES**

### **A. General**

UTA's normal emergency organization is described in Section V.A of the Basic Plan and depicted in Support Document 3 to the Basic Plan. The UTA organization is defined in one of the support documents at the end of this annex.

### **B. Task Assignments on Campus**

UT Arlington Police Department

- a. Prepare law enforcement inter-local agreements if needed.
- b. Maintain law and order during emergency situations.
- c. Provide security for key facilities.
- d. Protect property in evacuated areas.
- e. Provide access control to damaged areas.
- f. Carry out traffic control when and where needed.
- g. Provide crowd control when needed.
- h. Support warning system, see Annex A.
- i. Support emergency communications network, see Annex B.
- j. Conduct counter-terrorism and anti-terrorist operations.
- k. Support search and rescue operations, see Annex R.
- l. Provide security for shelter and mass care operations, see Annex C.
- m. Provide/assist in hazardous materials incidents, see Annex Q.

- n. Provide qualified individuals to staff the EOC and ICPs when those facilities are activated.
- o. Support other emergency functions as necessary.

#### IC

- a. Establish an ICP and control and direct emergency response resources at the incident scene from that ICP to resolve the incident.
- b. Provide an initial incident assessment, request additional resources if needed, and provide periodic updates to the EOC.
- c. Determine and implement initial protective actions for emergency responders, students, faculty, and staff in the vicinity of the incident site.

#### Facilities management

- a. Upon request, place traffic control devices to facilitate evacuation travel.
- b. Assist in keeping evacuation routes open.
- c. Upon request, provide barricades and barriers to restrict entry to evacuated and damaged areas.

## VII. DIRECTION & CONTROL

### A. General

1. Routine law enforcement operations would continue during some emergency situations. Direction and control of such operations would be by those that normally direct and control day-to-day operations.
2. For most emergency situations, an IC would establish an ICP at the scene and direct and control emergency operations at the incident site; law enforcement and other resources committed to the incident would carry out missions assigned by the IC. The IC would be assisted by a staff with the expertise and of a size required for the tasks to be performed. The individual most qualified to deal with the specific type of emergency situation present would serve as the IC. Hence, for incidents that primarily involve a law enforcement matter, the senior law enforcement officer present would typically serve as the IC.
3. The Executive Policy Group is responsible for establishing objectives and policies for emergency management and providing general guidance for disaster response and recovery.

4. The president or designee would provide overall direction of the response activities of all UT Arlington departments. During major emergencies and disasters, he/she would normally carry out those responsibilities from the EOC.
5. The Office of Emergency Management would manage the EOC.
6. The IC, assisted by a staff sufficient for the tasks to be performed, would manage the emergency response at an incident site.
7. During emergency operations, department managers retain administrative and policy control over their employees and equipment. However, personnel and equipment would carry out mission assignments directed by the IC or the manager of the EOC. Each department and agency is responsible for having its own operating procedures to be followed during response operations.
8. Common communications protocol would be adopted to facilitate coordinated effort.
9. If UTA's resources are insufficient or inappropriate to respond to an emergency situation, we would request assistance from Arlington, University of Texas system, Tarrant County, or the state of Texas.

#### **B. ICS/EOC Interface**

If both the EOC and an ICP are operating on campus, the IC and the EOC must agree upon a specific division of responsibilities for emergency response activities to avoid duplication of effort and conflicting guidance and direction. The EOC and the ICP must maintain a regular two-way information flow. A general division of responsibilities between the ICP and the EOC that can be used as a basis for more specific agreement is provided in Section V of Annex N, Direction & Control.

#### **C. Continuity of Government**

The line of succession is:

1. Chief of police
2. Assistant chief of police
3. Captain

## **VIII. READINESS LEVELS**

#### **A. Normal Conditions - Level 4**

1. Review and update plans and best practice guidelines.

2. Maintain list of law enforcement resources, see Annex M.
3. Develop and update a list of key facilities that would require security during emergency situations.
4. Maintain and periodically test equipment.
5. Conduct appropriate training, drills, and exercises.
6. Identify potential evacuation, traffic control, and security issues and estimate law enforcement requirements.
7. Develop tentative task assignments and identify potential resource shortfalls.

**B. Increased Readiness - Level 3**

1. Check readiness of law enforcement equipment, supplies, and facilities.
2. Correct equipment and facility deficiencies.
3. Correct shortages of essential supplies.
4. Update incident notification and staff recall rosters.
5. Notify key personnel of possible emergency operations.
6. Update information on key facilities and related security requirements.

**C. High Readiness - Level 2**

1. Alert personnel to the possibility of emergency duty.
2. Place selected personnel and equipment on standby.
3. Alert reserve/auxiliary personnel.
4. Identify personnel to staff the EOC and ICP if those facilities are activated.
5. Alert external resources covered by inter-local agreements.

**D. Maximum Readiness - Level 1**

1. Mobilize selected law enforcement personnel.
2. Consider precautionary deployment of equipment and personnel to enhance response time.

3. If an evacuation has been recommended or spontaneous evacuation is taking place, activate traffic control plans and deploy traffic control resources.
4. Dispatch law enforcement representative(s) to the EOC when activated.
5. Provide increased security at key facilities if needed.

## **IX. ADMINISTRATION & SUPPORT**

### **A. Reporting**

In addition to reports that would be required by their parent organization, law enforcement elements participating in emergency operations would provide appropriate situation reports to the IC, or if an IC operation has not been established, to the EOC. The IC would forward periodic reports to the EOC. Pertinent information would be incorporated into the initial emergency report and the periodic situation report that is prepared and disseminated to key officials, other affected jurisdictions, and state agencies during major emergency operations. The essential elements of information for the initial emergency report and the situation report are outlined in Support Documents 2 and 3 to Annex N, Direction and Control.

### **B. Records**

1. Activity logs. The IC and, if activated, the EOC, would maintain accurate logs recording significant operational activities, the commitment of resources, and other information relating to emergency response and recovery operations. See Section IX.B of Annex N, Direction and Control for more information on the types of information that would be recorded in activity logs.
2. Documentation of costs. Expenses incurred in carrying out emergency response operations for certain hazards, such as radiological accidents or hazardous materials incidents, would be recoverable from the responsible party. Hence, all departments and offices would maintain records of personnel, equipment used, and supplies consumed during large-scale law emergency operations.

### **C. Post Incident Review**

The emergency management coordinator is responsible for organizing and conducting a critique following the conclusion of a significant emergency event/incident or exercise. The after action report would entail both written and verbal input from all appropriate participants. An improvement plan would be developed based on the deficiencies identified. An individual, department, or agency would be assigned responsibility for correcting the deficiency and a due date would be established for that action, as per section IX.E of the Basic Plan. The purpose of this review is to identify needed improvements in this annex, procedures, facilities, and equipment. Law enforcement personnel who participated in the operations would participate in the review.

**D. Communications**

General emergency communications capabilities and connectivity are discussed and depicted in Annex B, Communications.

**E. Resources**

A listing of law enforcement resources is provided in Annex M, Resource Management.

**F. Essential Services**

A listing of essential services that would require security during emergency situations is provided in Support Document 1 to this annex.

**X. DEVELOPMENT & MAINTENANCE**

- A. The chief of police and Office of Emergency Management are responsible for developing and maintaining this annex. Recommended changes to this annex would be forwarded as needs become apparent.
- B. This annex would be revised every two years and updated in accordance with the schedule outlined in Section X of the Basic Plan.
- C. Departments and agencies assigned responsibilities in this annex are responsible for developing and maintaining best practice guidelines covering those responsibilities.

**XI. REFERENCES**

Annex A, Warning to the *State of Texas Emergency Management Plan*

Annex E, Evacuation to the *State of Texas Emergency Management Plan*

Annex G, Law Enforcement to the *State of Texas Emergency Management Plan*

Annex V, Terrorist Incident Response to the *State of Texas Emergency Management Plan*