Emergency Operations Plan

206.1 PURPOSE AND SCOPE
The Department has prepared an Emergency Operations Plan for use by all employees in the event of a major disaster, terrorist attack or other significant event. The plan provides for a strategic response by all employees and assigns specific responsibilities in the event the plan is activated.

206.2 ACTIVATING THE EMERGENCY PLAN
The Emergency Management Plan can be activated in a number of ways. For the Police Department, the Chief of Police or the highest ranking official on duty may activate the Emergency Management Plan in response to a major emergency or event.

206.2.1 RECALL OF PERSONNEL
In the event that the Emergency Management Plan is activated, all employees of the Pasadena Police Department are subject to immediate recall. Employees may also be subject to recall during extraordinary circumstances as deemed necessary by the Chief of Police or the authorized designee.

Failure to promptly respond to an order to report for duty may result in discipline.

206.3 LOCATION OF THE PLAN
The Emergency Operations Plan and related manuals for the employees are available online and in the Watch Commander’s office. All supervisors should familiarize themselves with the Emergency Operations Plan and what roles police personnel will play when the plan is implemented.

206.4 UPDATING OF MANUALS
The Chief of Police or designee shall review the Emergency Management Plan Manual at least once every two years to ensure that the manual conforms to any revisions made by the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS) and should appropriately address any needed revisions.

206.5 OPERATIONAL LEVELS AND ASSIGNED DUTIES
(a) The Department of Homeland Security has established a new "National Terrorism Advisory System" (NTAS). There are now only two levels, Elevated Threat and Imminent Threat. The Department of Homeland Security will issue advisements accompanied with specific information pertaining to the threat. There will also be a sunset date on the threat. If the threat should continue past the sunset date, the Department of Homeland Security will issue a new advisement.

(b) If the department receives a threat advisory, the Police Chief or his/her designee will make notification to the department as to whether the threat is Elevated or Imminent. The advisory
will contain specific information as to what the threat is and what steps each section should take to protect the public.

(c) PPD Procedure Manual section 206p contains specific recommended courses of action for each section of the department when a threat is received. In order to have an understanding of the recommendations and each of our responsibilities, every member of the organization should take the time to review this plan. These recommendations are designed to help the protection of property and to save lives. The recommendations have been developed for any and all circumstances to include normal deployment, special events, civil unrest, a natural disaster, terrorist attack, or any unusual occurrence.

206.6 REFERENCE