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|  <p style="text-align: center;">YALE UNIVERSITY POLICE DEPARTMENT GENERAL ORDERS <i>Serving with Integrity, Trust, Commitment and Courage Since 1894</i></p> | ORDER TYPE: NEED TO REFER | |
| | 422 SPECIAL EVENTS | |
| | EFFECTIVE DATE: 15 JAN 2010 | REVIEW DATE: ANNUAL |

PURPOSE

The purpose of this General Order is to provide an appropriate department response to law enforcement issues that may arise during special events so the safety and security of the community can be ensured.

POLICY

It is the policy of the department to establish plans for all special events in to facilitate an effective and efficient law enforcement response. Coordination within the department and among other law enforcement, governmental, University, civic, private entities and groups will be addressed prior to anticipated special events.

DEFINITIONS

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| SPECIAL EVENT | Anticipated events such as parades, athletic contests, public appearances, lectures, dances, concerts, commencement, freshman arrival or public demonstrations that have additional logistical requirements in addition to the normal operational requirements of the agency. |
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PROCEDURES

The Assistant Chief of Operations and or the Assistant Chief of Support Services or designee is responsible for the following special events:

- public demonstrations
- labor disputes
- major sporting events
- dignitary protection/VIP details (e.g., Presidential visits)
- parades
- public appearances or concerts
- dances
- other special events

The Assistant Chief of Operations or designee is responsible for coordinating resources and activities within the department and with other agencies having jurisdiction. Activities include, but are not limited to, personnel allocation, budget preparation, and identification of equipment needs. **CTLEA 2.3.3a,f**

The Assistant Chiefs of Operations or designee shall be responsible for notifying the Chief of Police and the Emergency Services Commander and designating special event commanders when necessary.

Prior to each special event the Assistant Chief of Operations, Designated Special Event OIC or designee shall prepare an operational plan which will address the following issues if applicable:

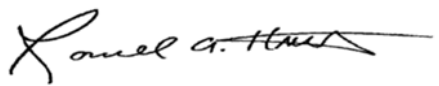
- Description of the event
- Strategic and tactical objectives
- Estimate of traffic problems, to include contingency plans for direction and control **CTLEA 2.3.3c**
- Anticipated crime projections **CTLEA 2.3.3b**
- Crowd estimate and crowd control issues **CTLEA 2.3.3b**
- Logistical requirements
- Concurrent jurisdiction support agreements to include notification to CTIC and other involved federal, state, local and university entities
- Proposed budget
- Special units needed (e.g., SWAT, HDU, etc.) **CTLEA 2.3.3d**
- Unit coordination details

- Event chain of command for all units deployed
- Anticipated staffing and equipment needs
- Anticipated problems unique to the special event

Once the operational plan is approved, it will be executed by the **OIC**.

Within five (5) days of the conclusion of each special event, the Assistant Chief of Operations or Event OIC or designee shall prepare an after action report which shall be distributed to the Chief of Police and retained in Department files.. **CTLEA 2.3.3g**

PER ORDER OF

A handwritten signature in black ink, appearing to read "Ronnell A. Higgins", is enclosed in a thin black rectangular border.

RONNELL A. HIGGINS
DIRECTOR OF PUBLIC SAFETY AND CHIEF OF POLICE