

University of California Police Department, Berkeley

CROWD MANAGEMENT POLICY

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University of California Police Department, Berkeley

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CROWD MANAGEMENT POLICY

PURPOSE

This Policy is to provide an outline of basic steps to be taken and/or considered by UCPD in the management of campus demonstrations. It is recognized that no policy can completely cover every possible situation and thus we rely on the expertise of the commanders and supervisors to manage the situation utilizing this policy as a guideline. This policy is primarily intended to cover demonstrations on campus and involving primarily University affiliates but many of the elements are applicable to any demonstration. "Demonstration", for the purposes of this policy, includes a broad range of gatherings. Generally they are events with a significant crowd intending to express a particular point of view to others, often "The University", and often through highly visible and possibly disruptive means. They are distinguished from peaceful meetings but may spring from them.

PHILOSOPHY

The University and UCPD recognize the rights of all individuals to assemble and speak freely, as guaranteed by the First Amendment of the United States Constitution and the California State Constitution, and will actively protect those rights. The rights all people have to march, demonstrate, protest, rally or perform other First Amendment activities come with the responsibility to not abuse or violate the civil and property rights of others. The University has a right to continue normal business without disruption and all members of our community have the right to go about their business freely and safely. At times these rights result in competing interests which must be resolved. Toward this end, the University has established "time, place and manner" rules that should be used as guidelines. Only certain specific areas on campus are designated as forums for public expression.

The responsibility of UCPD is to protect the lives, property and rights of all people and to enforce the law. Personal safety is of primary importance for participants, non-participants and those who must be present by virtue of their positions (including Police Officers). Security of University facilities and continuation of normal business are also priorities.

When it becomes necessary to manage the actions of a crowd that constitutes an unlawful assembly or has committed other violations of law or University rules, the commitment and responsibility of law enforcement is to manage it lawfully, efficiently, and with minimal impact on the community. A variety of techniques and tactics may be necessary to resolve such an incident. Only that force which is reasonable may be used to arrest violators and/or restore order. Participants are expected to realize their obligation to comply with the lawful orders of police officers and to submit when arrested.

Demonstrations may develop spontaneously or be pre-planned long in advance. They may also be very brief or last for days. Demonstrations may develop from peaceful campus events or be specifically planned to be disruptive. Police response and overall management are most effective when there is advance planning and communication.

UCPD recognizes that demonstrations and crowd situations are often very fluid and continually evolving and that each one is unique. They may also be volatile and there is always the potential for them to degenerate with the possibility of violence, law/rule violations and property damage. In such an event the

command officers on scene shall take whatever action is reasonable to maintain order and peace, including application of crowd control techniques.

UCPD recognizes that demonstrations by University affiliates regarding campus issues are often intended to be symbolic. UCPD will work with groups to accomplish their demonstration in a non-violent, non-disruptive manner whenever possible. Ideally, for demonstrations by campus groups, communication can be established with the leaders, and UCPD will attempt to work with them so that their goals can be achieved in a mutually agreeable manner through a cooperative approach.

Free expression of diverse viewpoints is a precept of an excellent academic environment and is particularly deeply ingrained at Berkeley. UCPD selects and trains its officers with the intent that they will be effective in this unique community. They are expected to have the integrity to keep personal, political or religious views from affecting their actions.

POLICY

It is the responsibility of the Police Department to manage crowd situations and employ crowd control techniques when necessary. The Department will try to work with the leaders or contacts of the group as well as other University departments to assist in managing crowd situations through pre-planning and establishing communication whenever possible. The department will utilize the procedures in this document to manage large gatherings in an attempt to prevent such gatherings from becoming unruly or unlawful. The department will also utilize them as guidelines to safely manage, defuse or control unruly crowds and illegal gatherings.

PROCEDURES

Crowd management situations can be divided into various categories, including: “Lawful” or “Unlawful” and “Planned Events” or “Spontaneous Events”. These include many different kinds of events such as rallies, marches/parades, sports events, labor disputes, parties/social gatherings, disasters, entertainment events, political events, or community celebrations. These events at times evolve into demonstrations/protests, sit-ins, and other forms of civil disobedience up to and including riots. It is incumbent upon the police department, in coordination with other appropriate campus units, to manage these events in order to reduce the chances that they will turn into unlawful or riotous situations, to ensure the safety of University affiliates and visitors to the campus, and to ensure the University continues to accomplish its mission. The department should take basic steps in managing these situations by attempting to do the following;

- 1) Establish communication/liaison with the involved group(s),
- 2) Work with the involved group(s) and other appropriate departments to manage the event and prevent, resolve and defuse unlawful and disruptive acts,
- 3) Establish a command structure to manage the event,
- 4) Make an initial assessment and continually assess the situation,

- 5) Use UCPD approved crowd control tactics when necessary to disperse or arrest individuals who are committing unlawful acts against the public, the University, or the police, and
- 6) Conduct post-event management review and debriefings.

PRE-EVENT MANAGEMENT / PLANNING

Ideally there will be sufficient time and cooperation such that there can be thorough and effective pre-planning for significant crowd events. Pre-event management includes strategies that can be employed to assist in managing an event, whether lawful or unlawful, or to prevent a lawful event from deteriorating into an unlawful event. The Department recognizes that in spontaneous events there is little advance notice to allow for pre-event management strategies to be employed. It is also recognized that some pre-event management strategies can only be employed with the cooperation of the event organizers and involved stakeholders. Pre-event management strategies are most successful when used for a planned event. However, an attempt should be made to employ as many of the suggested strategies as possible whether the situation is a planned event or spontaneous event.

While the Police Department will attempt to be aware of planned events it should be understood that individuals or groups have certain responsibilities to notify and seek authorization from proper campus officials before holding rallies or events on campus.

PLANNED EVENTS:

Planned events more often allow the Police Department to use pre-event management strategies. Regardless of the potential for a large gathering to become unruly or unlawful it is in the interest of the Police Department and the University to work with the event organizers and other identified stakeholders in planning and monitoring the event. The department should appoint a liaison officer who should do the following:

- Identify, make contact and attempt to develop a rapport with the organizers of the proposed event.
- Identify any and all stakeholders.
- Determine intentions and motivations of the group, organizers, and identified leadership.
- Facilitate meetings with the organizers/leadership and stakeholders to discuss time, place, and manner issues.
- Clearly state what activities are and are not permitted.
- Notify the University Observer Program, as appropriate, to be present at the event.
- Notify the Office of Student Life, as appropriate, to be present at the event.
- Encourage the group to utilize a method of “self monitoring”.
- Identify the actual contact person for the group during the event and identify back up contacts.
- When there is reason to believe that there will be civil disobedience, contact the District Attorney’s Office to notify them of the potential for civil disobedience and identify appropriate criminal charges and what is needed for successful prosecution.
- Preview the scene of the event, if known, to consider such things as access routes, staging areas, communication issues, possible weapons and containment issues.
- Arrange for resources, including support personnel, equipment and logistics. This includes resources such as off-duty or specialty unit personnel, Mutual Aid, Physical Plant & Campus Services, the Fire Department, and identify equipment needs such as barricades, vehicles, bullhorns, video, bolt cutters, fire extinguishers to be available, as appropriate, for the event.

- Notify/liaison with Berkeley PD regarding possible effects in their jurisdiction and coordination.
- When the event involves possible disruption of a University meeting consider posting entrances and having the speaker announce that behavior that disrupts the event or prevents the speakers from being heard or being able to continue is prohibited. This notice may also be included in the program or on/with the tickets.
- Brief the command staff on all obtained information.

The command structure for the day of the event should be identified. The command structure and key assignments should include the following as appropriate (generally paralleling the SEMS/ICS models):

- Overall Command
- Field Command
- Logistics
- Booking
- UCPD PIO
- Liaison Officer
- Journal and documentation Officer
- Report Writing Officer
- Arresting Officer

The Overall Commander shall be responsible for having an operations plan and arranging for the appropriate staffing for the event, given the information known at the time. The operations plan should use a format that provides the following information:

- Description of the Situation
- Stated Mission of the Police Department for the event
- General overview of how the mission is to be accomplished
- Command Structure for the day of the event (Not for public release).
- List of staffing and assignments (Not for public release)
- List of available resources for the event (Not for public release)
- List of contacts for the event, involved departments & groups, and other resources (Not for release)

Commanders should also consider the points covered in *Crowd Management and Civil Disobedience Guidelines* by the Commission on Peace Officer Standards and Training.

The Overall Commander should conduct a briefing with (minimally) the supervisors, but also, when appropriate and when possible, with all personnel involved in the operation. The briefing should be a review of the Operations Plan and should cover expectations of the supervisors as well as individual officers.

SPONTANEOUS EVENTS:

In the event of a spontaneous demonstration many of the same elements as in a pre-planned event are still relevant and an attempt should be made to cover as many of them as possible. The first officers on the scene of a “Spontaneous” demonstration/civil disturbance should do the following:

- Observe the situation from a safe distance to determine if the gathering is currently or potentially violent.

- Relay all the basic information to the communication center, to be given to the appropriate commander. This should include the nature and seriousness of the disturbance. Specific details of the event should include the name of the sponsoring group, the number of people present, the group's issues, and if possible the group's stated or apparent intentions, and any specific or unusual conditions, particularly the availability of weapons.
- Attempt to identify crowd leaders.
- Attempt to identify any individuals engaged in criminal acts.

The ranking officer at the scene shall be the officer in charge (OIC) until a supervisor or member of the command staff relieves them. Depending on the size of the event and the nature of the situation the OIC may be considered the Overall Commander. In most cases, command staff personnel will identify the Overall Commander. In any case the OIC/Overall Commander should consider the following steps:

- Assess the seriousness of the immediate situation and its potential for escalation.
- Establish what personnel and equipment are necessary to contain and manage the disturbance and relay this information to the Communications Center. Request additional personnel as necessary.
- When necessary, ensure that appropriate notification is made to outside departments that may be affected by this situation. This may include other police agencies, Office of Student Life, the University Observer Program, University Public Information Office, the Fire Department, and other University departments.
- Assess the need for mutual aid and/or coordination with Berkeley PD.
- Establish a temporary command post based on proximity to the scene, availability of communications, availability of space, and security from crowd participants.
- Establish an outer perimeter sufficient to contain the disturbance and prohibit entrance into the affected area, if possible.
- Ensure that, to the degree possible, innocent uninvolved parties are evacuated from the immediate area of the disturbance.
- Identify crowd leaders and attempt to establish communication with them.
- Establish surveillance points to identify individuals committing crimes and individuals who are potential leaders or key players, and to document and report events as they happen. Document criminal acts and rules violations whenever possible by photographs and/or videotape.
- Ensure establishment and staffing of a press area as soon as resources are available and contact the campus Public Information Office.

As soon as the situation is stable and the area of the disturbance is contained the Overall Commander/OIC should identify personnel responsible for key roles. This should be done as soon as possible and made known to the supervisors at the event. This initially includes personnel to fill the role of and be responsible for the following (and ultimately all the roles in the "planned events" section above should be accounted for):

- Field Command
- Logistics
- PIO
- Communication with the group
- Report officer

Notification should be made in a timely manner to the Office of Student Life so that Advisors may be assigned and to the Observer Program, the campus Public Information Office, the Office of the Vice Chancellor for BAS and the Chancellor's Office, as appropriate.

EVENT MANAGEMENT

Any public assembly, whether for lawful or unlawful activities, may require the response of law enforcement. The response can range from observation to employment of crowd management strategies.

The Overall Commander should ensure that appropriate communication is attempted with the leader(s) of the group sponsoring the demonstration. The commander may accomplish this personally or through another designated police person (ie. the Field Commander) or through a designated person from another office (such as Student Life). However, accomplishing this through another office does not relieve the police of the need to ensure that communication is attempted and to inform participants of impending police actions.

All police personnel at the scene of a demonstration should immediately pass any information they receive about the intentions of the group up the chain of command to the Overall Commander. During a demonstration that is likely to result in arrests it is important to fully document all relevant aspects of the crowd's activity and its effects. Any officer who becomes aware of witnesses or other people who are specifically affected by the activity should obtain and document their names and contact information for follow-up. Officers observing significant acts or law/rule violations should specifically document them or ensure they are properly documented by another officer in the official report.

Normally all demonstrations or crowd situations will be videotaped to ensure complete documentation of the event. During periods when there are actual violations, police actions or other significant activities occurring, there should be at least two video cameras being used.

UCPD recognizes University Observers and normally intends to allow them access to all areas of the event. Observers not cooperating with police directions or interfering with operations will have their privileges withdrawn. The Overall or Field Commander may recognize others on an individual case-by-case basis to observe the event with similar privileges. UCPD does not grant blanket recognition or any special authority or privileges to "observers" from other units or from the group sponsoring the demonstration.

The commander may choose to establish containment lines at appropriate points assuming staffing and other circumstances permit. It may be appropriate to prevent access to certain buildings. Once a sit-in situation has begun it is appropriate to establish containment lines around it to prevent it from relocating and to prevent additional people from joining the sit-in or providing supplies/provisions.

Typically officers are assigned to crowd control situations in squads or teams with a supervisor in charge. It is important that unity of command be maintained and that actions are taken at the direction of the commander and then by squads/teams under the direction of their supervisors. Officers should only take independent action under exigent circumstances involving immediate threat to safety or breach of their line.

Many demonstrations will attract media attention. This is often a significant intent of the leaders. A press liaison person should be identified and coordinate with campus PIO officials to provide information to the media as appropriate.

Uniforms and Equipment: The commander should designate the uniform and safety equipment for the event. There are a variety of factors that should be considered in making these decisions. These include the safety of the officers, the desired profile of the police presence (high profile vs. low), the behavior of the crowd and their stated intentions. The commander should consider the message he/she wants to send to the crowd and what appearance is appropriate; wearing helmets with batons out conveys a significantly different message than not having helmets visible and batons holstered. The number of officers visible and their deployment also affects the message (creating a formal line vs. two or three pairs of officers spread around).

Typically, simply monitoring a stable sit-in or an outdoor demonstration or march will be done in the standard uniform of the day. If an event is likely to turn into a crowd control situation the commander should consider the transition to designated “crowd control” impact weapons. Except in exigent circumstances, helmets may only be worn at the direction of the commander.

NOTIFICATIONS:

It is imperative that appropriate notifications be made of spontaneous demonstrations or significant changes in planned or continuing events. First-line supervisors and below will generally notify their supervisors and then make additional notifications as directed. Ultimately everyone with a need to know of an event should be alerted. This may include the chain-of-command up to the Chancellor’s Office and appropriate support or collateral personnel, such as the Office of Student Life or Media Relations/Public Affairs (PIO). The on-scene supervisor/commander should make notifications or request that notifications be made for any significant event. Certainly any event requiring additional personnel beyond the on-duty patrol shift, including the calling in of off-duty personnel or holding over or calling out of “inside” on-duty personnel must result in notification to command staff. It is generally safer if in doubt to ensure that the Patrol Captain or On-Call Captain are aware of an event.

POLICE ACTION:

While it is highly desirable to avoid situations that require physical police intervention, it is recognized that they will occur. A variety of techniques and tactics may be necessary to resolve a civil disobedience or crowd control incident. The tactics utilized in a particular situation will depend upon available resources and the situation itself. The decisions to use force and the force options that may be applied in response to these incidents range from law enforcement presence to deadly force. Peace officers need not use the least intrusive force option, but only that force which is reasonable under the totality of the circumstances. UCPD utilizes pain compliance techniques to elicit a compliant response if necessary when making arrests.

The application of nonlethal chemical agents, including Oleoresin Capsicum (OC), has proven effective in a wide variety of civil disobedience situations. This department utilizes OC as a defensive and offensive weapon. The standard hand-held canister is not normally intended to be used by officers to disperse a crowd but it may if necessary. Generally OC should only be used at the direction of a supervisor in a crowd control situation. Immediate use may be appropriate for self defense in the event of a personal attack or breach of the line or other exigent circumstances.

“Less lethal” force options such as Chemical Agents, Flexible Baton rounds, and other impact weapons may be deployed to disperse a crowd at the discretion of the Overall Commander. The deployment of such Less Lethal options shall be in accordance with the Department’s written policies (refer GO-F6).

The use of Chemical Agents, smoke, or other Less Lethal devices to disperse a crowd shall be coordinated and controlled. The Overall Commander shall ensure a clear path is available for those who wish to leave the area prior to and during the deployment of Less Lethal devices.

At such time that it is deemed appropriate to take police action, such as moving a crowd or making arrests at a sit-in, consideration should be given to communicating the intended action to the crowd in advance. While giving such advance notice is often desirable, tactical concerns may preclude it. Police personnel should make such an announcement if it is made. If possible, the Field Commander should ensure that the area where the unlawful assembly exists is contained prior to reading the dispersal orders so that additional people do not enter the area.

DISPERSAL ORDERS:

Below are examples of dispersal orders. The commander should modify them to fit the specific situation while attempting to cover all the standard elements.

Example Dispersal Order #1: *“I am (peace officer’s name and rank), a peace officer of the University of California. I hereby declare this to be an unlawful assembly and, in the name of the People of the State of California, I command all those assembled at (give specific location) to immediately disperse. If you do not do so, you will be arrested. [Routes for dispersing and time allowed for dispersal should be stated] (If students are involved, note possible Student Conduct sanctions.)”*

Example Dispersal Order #2: *“I am (peace officer’s name and rank), a peace officer of the University of California. I hereby declare this to be an unlawful assembly and, in the name of the People of the State of California, I command all those assembled at (give specific location) to immediately disperse, which means to break up this assembly. If you do not do so, you may be arrested or subject to other police action. Section 409 of the Penal Code prohibits remaining present at an unlawful assembly. If you remain in the area just described, regardless of your purpose, you will be in violation of section 409. The following routes of dispersal are available (give routes). You have (give reasonable amount of time) minutes to disperse.” (If students are involved, note possible Student Conduct sanctions.)*

Example Dispersal Order #3 (for trespassing situations): *“I am (peace officer’s name and rank), a peace officer of the University of California. This building is closed, if you remain here you are in violation of state law (cite law/section i.e. trespassing 602.1PC). In the name of the People of the State of California, I command you to immediately leave. If you do not do so, you will be arrested. [Routes for dispersing and time allowed should be stated] (If students are involved, note possible Student Conduct sanctions.)”*

The Dispersal Order should be delivered in such a manner that individuals in the group can reasonably be expected to be aware of it. This can be done by handing out written notices, loud speech, use of amplified sound, display of postings or large signage, or some combination of these. When possible a combination of the methods should be employed. In addition, officers should be positioned to the rear of the crowd and video or audio taping should be used whenever possible in order to show the order was given and the group reasonably knew of it. Generally the order should be given at least twice, when possible, prior to moving or arresting the demonstrators. The Overall Commander will determine the number of times the dispersal order is to be given based on the immediacy and totality of circumstances. The times and details should be documented in the police report.

MASS ARRESTS:

When it becomes necessary to make arrests of numerous individuals over a relatively short period of time the OIC/Overall Commander should ensure that:

- The area is contained and the violators isolated.
- Personnel understand whether someone may leave the area and under what conditions.
- The proper dispersal order is read outlining the unlawful assembly, other committed violations, and the dispersal route.
- An arresting/reporting officer is assigned.
- An arrest team is designated to take custody of the demonstrators.
- All arrests are done in accordance with policies, procedures, and training. The use of various types of arrest techniques should be based upon the type of resistance presented as well as the exigency of the situation.
- All arrested prisoners are searched, photographed, and properly identified.
- A decision is made as to how prisoners will be processed, i.e. field cited (on-site or off site) or transported to Berkeley Jail or Santa Rita Jail for booking; and whether protesters will be subject to 626 PC (626.4 for students/626.6 for others).
- If a significant number of students will be arrested, Office of Student Conduct representatives are requested to consider delivering Student Conduct violation notices at the booking station as appropriate.
- An adequate secure area is designated in the field for holding arrestees for the booking process or after the initial booking process while awaiting transportation.
- An adequate number of vehicles are made available to remove the arrestees to the detention center/jail.
- All injured prisoners are provided medical attention as appropriate prior to being incarcerated.
- All arrested juveniles are handled in accordance with the Department's procedures for arrest, transportation, and detention of juveniles (GO-B3).
- All evidence and weapons taken from arrestees are processed in accordance with the department's policy on the preservation and custody of evidence (GO-P1).

Additional criminal and student conduct charges should be considered for arrestees engaging in active resistance, including assault or battery. Further additional charges may be warranted for arrestees not cooperating (including non-compliant resistance) after being removed from the demonstration or with the booking process.

POST EVENT MANAGEMENT

When the event has concluded the Overall Commander in conjunction with police department Senior Staff should arrange for the following to occur as soon as practical and as appropriate:

- Account for all officers engaged in the incident and assess for personal injuries.
- A debriefing for all supervisors from the event and when possible all staff involved in the event.
- Any uses of force and/or injuries to be identified and properly documented.
- The overall police report and all requisite individual reports and supplements should be completed in an appropriate time so that recollections do not fade and to establish a comprehensive documentation of the basis for, and the department's response to, the event.
- Identify and begin interview of witnesses, suspects, and victims, as appropriate.

- Brief the UCPD PIO as to the result of the event, such as to the number of arrests, the charges, list of injured people (of officers & others), etc. so press inquiries can be adequately handled.
- Identify staffing to process incoming personnel and/or operational complaints.
- Assign a detective to coordinate any follow-up investigation and liaison with the District Attorney's office.
- Consider whether it is appropriate to request Observer reports at this time.
- Liaison with the Office of Student Conduct to provide them the appropriate information.
- Conduct a Senior Staff critique of the operation.

SUMMARY

Crowd Situations and Civil Disturbances/Disobedience situations are unique, fluid, evolving and at times dynamic situations. This Departmental Policy is to be a guideline. It is expected that the Commanders and Supervisors will utilize their training and experience, and base their decisions and tactics on the totality of the circumstances known at the time.

ROLES & RESPONSIBILITIES

Information withheld because it is tactically sensitive.

RELATED ORDERS, POLICIES, & PROCEDURES

- General Order A6 Critical Incident Debriefing Policy
- General Order B1 Booking Procedures
- General Order B3 Booking Procedures for Juveniles
- General Order F1 Use of Less Lethal Force
- General Order F2 Officer Involved Shooting/Use of Deadly Force
- General Order F5 Barricaded Subject/Hostage Situations
- General Order F6 Use of Police Impact Weapons
- General Order F7 Use of Carotid Restraint
- General Order F8 Use of Police Shotgun
- General Order F9 Use of OC
- General Order N2 Alameda County Civil Disorder Activity Alert System
- General Order O1 Internal Affairs Investigation
- General Order O6 Processing External Complaints Against Sworn Department Employees,
Policies, and Operations
- General Order P1 Handling of Evidence

- Universitywide PP&Ps – 512.1 Providing Information
- Universitywide PP&Ps – 512.5 Police Identification
- Universitywide PP&Ps - 807 Discharge of Firearms
- Universitywide PP&Ps - 811 Chemical Agents – Tear Gas
- Universitywide PP&Ps - 812 Police Baton
- Universitywide PP&Ps - 812.2 Baton Use
- Universitywide PP&Ps - 812.3 Reporting Use of Baton

TERMINOLOGY/DEFINITIONS

Arresting Officer - the officer assigned to be the listed arresting officer during mass arrests.

Civil Disobedience – an **unlawful** event involving a planned or spontaneous demonstration by a group of people typically including non-violent intentional violation of laws/rules to call attention to a cause/issue.

Civil Disorder – An unlawful event involving **significant** disruption of the public order.

Compliant Behavior - In a civil disobedience arrest situation police personnel may encounter various levels of resistance. The response of demonstrators can be categorized as:

1. Compliant – behavior consistent with submitting to lawful police orders without resistance.
2. Non-compliant - non-violent opposition to the lawful directions of law enforcement during an arrest situation (sometimes referred to as “passive resistance”).
3. Active resistance – intentionally & unlawfully oppose the lawful order of a peace officer in a physical manner (i.e. tensed muscles, interlock arms/legs, pushing, kicking, etc.)

Field Cite – a process of arresting and releasing individuals with a citation either at the scene or at an off site location.

Field Commander -- the individual assigned to monitoring, directing, and supervising field components of a situation or event.

Force Options – Reasonable force applications utilized by law enforcement for self-defense, to effect arrest, overcome resistance, and prevent escape.

Liaison Officer – the officer assigned to act as a liaison between the police and the demonstrators or other involved party.

Logistics Officer – the individual responsible for arranging and coordinating support services for a situation or event.

Mass Arrests – a situation of multiple arrests of persons involved at a given time for a specific act, which will be significantly greater than can be adequately processed in the normal manner.

Overall Commander – the individual in charge of the overall handling of a situation or event.

Planned Event – an event where more than 24-hour advance notice has been given, either by word of mouth, distributed flyers, posting of announcements, or other form of announcement/advertisement.

Policy – statements of principles and values which guide the performance of a specific department activity. Policy establishes limits of action and reflects a statement or guiding principles that should be followed in order to achieve an agency’s objective.

Policy Group – University administrators tasked with the responsibility of making policy decisions, which affect the University as it relates to a given event.

TERMINOLOGY/DEFINITIONS – cont'd.

Procedure – a method of performing an operation or a manner of proceeding on a course of action within the limits of policy.

Report Officer – the officer assigned to be the case officer of an event such as during mass arrests.

Riot – any situation where there is any use of force or violence, disturbing the public peace, or any threat to use force or violence, if accompanied by immediate power of execution, by two or more persons acting together, and without authority of law (404 PC).

Spontaneous Event – an event where less than 24 hour advance notice has been given.

Stakeholders – Entities having a legal, professional, economic, or community interest/responsibility in the event.

UCPD PIO – the Police Department designated officer assigned to handling Administrative functions and act as the Police Department's Press Information Officer.

UC PIO – the University designated Press Information Officer.

University Observer – a volunteer University non-police staff or faculty person assigned to act as an impartial observer of all involved parties during a major incident or event.

Unlawful Assembly – whenever two or more persons assemble together to do an unlawful act, or to do a lawful act in a violent, boisterous, or tumultuous manner (408 PC).

CROWD TYPES/CHARACTERISTICS

1. Self-Controlled

- a. Tranquil – pursuing lawful business – no action
- b. Apprehensive – after sudden/unanticipated event (disaster) – provide accurate information
- c. Exuberant – gathered for positive/shared experience (show) – monitor only
- d. Competitive – “us versus them” attitude (sports event) – monitor closely

2. Active

- a. Confused – tranquil crowd in perplexing situation (traffic jam) – give accurate information
- b. Annoyed – tranquil to exuberant crowd experiencing confusion and feeling that they are being denied information (scheduled event that fails to start on time) – give accurate info and monitor closely, plan for contingencies
- c. Displaying Horseplay – exuberant to competitive crowd with small number beginning to run/throw objects, trying to have good time in a physical way – act to stop horseplay
- d. Protesting – antagonistic/hostile crowd seeking change, if thwarted may become explosive – contact leaders, establish firm rules for behavior

3. Explosive

- a. Crazy – tumultuous but not malicious, trying to get somewhere quickly, pushing and shoving (free merchandise at crowded event) – give accurate info, set firm rules, use firm control techniques.
- b. Panicked – panic resulting from need to get away or out of area quickly, individuals may fear for life, may explode (fire in auditorium) – give accurate info, use control techniques & give avenue for escape.
- c. Vicious Pranks – crowd with evil intent, may be small group in larger crowd, self-centered, pushes, shoves without regard for safety of others, breaks rules (anarchists in a demonstration) – remove disturbers immediately or place under close surveillance, consider dispersing entire crowd
- d. Disorderly – mob behavior, openly and defiantly breaks law, angry and destructive (riot) – activate full crowd control techniques

SAMPLE PUBLIC MEETING NOTICE

Sample language for posting/distributing at a public meeting:

Welcome to Zellerbach Hall

NO Cans, Bottles or Fruit

NO Banners or Signs

NO Sound-making Devices

NO Disturbances during the Program, including:

NO Standing

NO Yelling

**NO Behavior that disrupts the event or prevents the speakers
from being heard or from being able to continue**

Sample language of notice to be read to audience prior to an event, if deemed necessary and appropriate:

I realize that some of you may not agree with today's speakers or may have different points of view. This is not the appropriate time or place to express those views. I request that you respect the spirit of this forum and allow the speakers on the program their opportunity to speak. Please do not stand, shout or engage in any other behavior that disrupts the event or prevents the speakers from being heard or being able to continue. Unfortunately, doing so may result in police intervention and the imposition criminal or student conduct sanctions.