



**Town of Framingham
Police Department**

Policy on SWAT Team #100-23

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Policy Statement

The presence of a highly skilled and trained police tactical unit has been shown to substantially reduce the risk of injury or death to citizens, police officers and suspects. A well-managed “team” response to critical incidents usually results in their successful resolution. It is the intent of the Special Weapons and Tactics team (SWAT) to provide a highly trained and skilled team and to support the Police Department with a tactical response to critical incidents.

References

None

Special Terms

The mission of the SWAT team is to support the police department with a tactical response to critical incidents. Critical incidents are defined as follows:

Hostage Situations: The holding of any person(s) against their will by armed or potentially armed suspect.

Barricade Solutions: The standoff created by an armed or potentially armed suspect in any location, whether fortified or not, who is refusing to comply with police demands for surrender.

Sniper Situation: The firing upon citizens and/or police by an armed suspect.

Apprehension: The arrest or apprehension of armed or potentially armed suspect (s) where there is a likelihood or armed resistance.

Warrant Service: The service of search or arrest warrants where there is a likelihood of armed or potentially armed suspects(s) and there is the potential for armed resistance.

Special Assignments: Any assignment, approved by the Chief, Executive Officer or Team Commander, based upon the level of threat or the need for a special expertise.

Policy

I. COMMAND AND CONTROL

A. **The SWAT team is a 24-hour a day on call special response unit.**
It falls under the command of the SWAT Commander.

1. The SWAT Team Commander directs the:

- a. SWAT Tactical Commander,
- b. Crisis Negotiators
- c. Tactical Medics

2. The SWAT Tactical Commander directly oversees:

- a. SWAT Team Leaders
- b. SWAT Team Members
- c. Scout/Observers/Snipers

3. Team Leaders provide direct supervision and operational support for tactical team members during activation.
 4. When activated for operation, the SWAT Team Commander, or the Tactical Commander (when the Commander is absent, reports directly to the Incident Commander, where one has been designated.
 5. The SWAT commander is responsible for deployment of the SWAT, tactical decision-making, and tactical resolution of the incident.
 6. The SWAT commander is subordinate to the Incident Commander only in terms of **when and if** the tactical option will be initiated, not **how** it will be performed. Unless the SWAT Team Commander relinquished his control to another person outside the SWAT, no other person, who is not in a leadership position within the SWAT, will attempt to direct, supervise, or control any element or member of the SWAT during a tactical operation (when a SWAT ranking officer is present).
 7. **If no SWAT ranking officers are present**, team members fall under the supervision of the on-scene ranking officer. If and when a SWAT ranking officer arrives, he shall assume tactical command of the incident. The other ranking officer(s) present may then concentrate on other responsibilities i.e. logistic support, communications, and overall incident command.
 8. SWAT members become subordinate to the SWAT Team Commander until he/she determines that the activation is over.
- B. Responsibilities of On-Scene Patrol Supervisor-prior to a SWAT ranking officer arriving on-scene, the patrol supervisor will:
1. Establish Inner and Outer Perimeters
 2. Establish a Command Post
 3. Arrange for an ambulance(s) to be on scene
 4. Coordinate a staging area for arriving personnel, medical assistance, media, etc.
 5. Develop appropriate intelligence
 6. Begin evacuation (if necessary)
- C. When a SWAT ranking officer arrives on scene, the patrol supervisor will:
1. Brief the SWAT Coordinator/Supervisor of the situation outlining known factors.

2. Control of the Inner Perimeter will be released to the SWAT Commander/Supervisor who will be responsible for containment and apprehension of the suspect(s). Outer perimeter will remain the responsibility of the Patrol Supervisor until otherwise relieved.

II. ACTIVATION

- A. The following personnel have the authority to immediately activate the SWAT for any critical incident:

1. Chief of Police
2. Deputy Chiefs of Police
3. Patrol Operations Commander
4. Shift Commander
5. **NOTE:** The Chief, Deputy Chiefs and Patrol Commander must be notified immediately when any activation is initiated.

- B. Emergency

1. In exigent circumstances (i.e. active shooter, hostage taker), the Shift Commander may immediately call in the SWAT.
2. Immediate activation can be initiated by using the department's paging System.

- C. Pre-Planned Event- (i.e. warrant service)

1. The person requesting SWAT support will complete a written pre-printed "threat matrix," which will be stored with the case file. The purpose of the threat matrix is to make an initial determination, using pre-established risk factors, as to whether tactical support is appropriate.
2. The SWAT Commander (or designee) will be notified first.
3. He/she will determine if any how many members of the team need to be called in, If the determination is made to call in team members, the SWAT Commander (or designee) will request the dispatcher to contact the appropriate SWAT personnel through the established protocol.

- D. Mission Planning

1. The SWAT will utilize a written planning process for all operations that are proactive or anticipatory in nature, such as warrant service.
2. The written process will include a format that will document how the operation is to be:
 - a. Conducted
 - b. Commanded
 - c. Controlled
 - d. Communication
 - e. Support Required
3. The SWAT Commander will cause a log of events to be recorded on all SWAT operations, and will also cause all planning or decision making documents to be recorded.

E. Media Relations

1. Critical Incidents by their nature attract greater than usual media attention. Whenever the SWAT is activated, the Public Information Officer will also be called in to respond to media inquiries.
2. He/she shall be accessible to the media in an area designated by the Incident Commander/

F. Post-Incident

1. Upon completion of the tactical aspect of the mission, command and control will revert back to the division that initiated the call-out for follow-up investigation.
2. Members of the SWAT may be reassigned as necessary.

G. Documentation of Activation

1. After the situation is resolved, the SWAT Commander / Supervisor will forward a written report to the Chief of Police.
2. The report will include only those actions taken by the SWAT to include:
 - a. Injuries to any persons
 - b. Use of weapons
 - c. Any property damage

3. The report will detail the tactical aspect of the operation, and will contain pertinent information required to follow-up investigators, prosecutors, etc..
4. The “after action report” will be stored and indexed by date, location, and case number.

H. After Action Critique

1. At the completion of all operations and significant training events, the SWAT Commander will conduct an after action review.
2. The purpose of this review will be to create a forum for team members to offer information for the improvement of the team.
3. The after action review will be formatted to develop the following information:
 - a. Positive factors
 - b. Areas that need improvement
 - c. Solutions for any areas that need correction

III. TEAM MEMBER SELECTION PROCESS

- A. The SWAT will select members based on certain criteria. The criteria for application will be based on the following:
 1. Satisfactory job performance in present and previous assignments
 2. Supervisor’s recommendations (minimum of 2)
 3. Experience and training-minimum of 3 years prior municipal law enforcement
 4. Personnel file review
 5. Oral interview with SWAT Commander, Senior Team Leader, and at least one Team Member
 6. No physical limitations
 7. Ability to work as a team member
- B. Once accepted and assigned to the SWAT, all operational team members, regardless of rank or position, must maintain acceptable standards of conduct (both on and off duty).
 1. A team member may voluntary withdraw from the team at any time, for any reason.

2. A team member may be removed from the team, without cause, when deemed necessary for the good of the team by the SWAT Commander.

IV. TRAINING

- A. Newly assigned SWAT members will complete at least 40 hours of tactical training.
- B. Existing SWAT members will complete 16 hours of training per month in addition to 40 hours annually.
- C. The SWAT will train on appropriate subjects related to the mission of the SWAT Team.
- D. The training program will also include regular updates on legal issues facing SWAT operations, such as warrant service, deadly force, etc.
- E. All training will be documented and maintained by the team Commander in the SWAT training file.

V. EQUIPMENT STANDARDS

- A. The department will supply SWAT members with at least the following safety equipment:
 1. Kevlar Helmet
 2. Safety Goggles
 3. Tactical Vest (level 3 protection) with level 4 chest plate insert
 4. Duty belt and tactical holster (nylon)
 5. Special weapons as authorized by the SWAT Commander
 6. Appropriate amount of ammunition for weapons training and qualification
 7. Radio earpiece/microphone
 8. Gas Mask
 9. Utility Uniform
- B. SWAT members will utilize appropriate utility type uniforms, of an approved color/pattern, and footwear. Uniforms will utilize visible and identifiable placards; patches or lettering that identifies the wearer of the uniform as a law enforcement officer. The SWAT Commander must approve all other items of personal wear or equipment ***in writing***.
- C. SWAT members, to whom any item of equipment is issued, are responsible for the care and maintenance of the equipment. Failure to appropriately care for or maintain the equipment in full mission readiness will be grounds for removal from the team. Any item that is

in need of repair/replacement must be reported to a SWAT ranking officer immediately. Team leaders at the start of each monthly training program will inspect equipment. Deficiencies will be brought to the attention of the Senior Team Leader for appropriate action

- D. SWAT members will wear their ballistic vest during all SWAT missions. SWAT officers will also wear **all and only** the equipment issued/approved by the SWAT Commander. Failure to carry and or wear the required equipment or carrying and or wearing unauthorized equipment is grounds for removal from the team.

E. Equipment Storage

1. All team equipment i.e. ballistic shields, face shields, etc. will be stored in the SWAT vehicle or in the equipment room (never in an individual's locker or equipment bag)
2. All issued equipment will be stored under the following conditions:
 - a. Off Duty-in the SWAT equipment room.
 - b. On Duty- All issued equipment should be carried with the officer to include the M-4 rifle (MP-5 or shotgun). If not carried on-duty, the equipment will be stored in the above manner. If carried, the equipment will be secured in the vehicle of the officer's cruiser unless it's use is authorized. NOTE: Cruiser keys cannot be left in an unattended cruiser.

F. Special Equipment

1. The missions of the SWAT are often performed in hazardous environments.
2. Recognizing that the safety of innocent citizens, officers, and suspects is often jeopardized by these hazardous conditions, it shall be the intent of the SWAT to utilize special equipment, in an attempt to reduce the risk of injury or death to all involved.
3. The SWAT Commander will insure that only those Team members properly trained and certified in the use of the special equipment will utilize the equipment.
 - a. Primary Entry Weapons: A short-barreled weapon, which enables a team member to acquire rapid target acquisition, enhances high levels of accuracy, and

provides maneuverability, reliability, stopping power, and sustained fire capacity.

- b. High Caliber Rifles: These weapons allow the team member to place highly accurate rounds where needed to help resolve life-threatening incidents.
- c. Less Lethal Weapons or Ammunition: Weapons or ammunition, which propel a round or device that is not normally lethal in nature. Designed to offer an alternative to the use of deadly force when appropriate (see policies on less lethal weapons).
- d. Noise/Flash Diversionary Devices: Designed to save lives and reduce the potential for shooting situations by providing for a diversion for the entry of SWAT personnel into a hazardous area. Utilizes a bright flash of light followed immediately by a loud noise (see policy on Diversionary Devices).
- e. Breaching Tools and Ammunition: Items such as rams, pry bars, special frangible shotgun rounds, etc., which are designed to force entry into barricaded or secured areas.

VI. VEHICLES

1. All SWAT Vehicles will be inspected monthly for operational readiness. An officer will be assigned to each vehicle on a monthly basis by the Tactical Commander. The officer will notify the Tactical Commander and Fleet Maintenance immediately upon discovering a vehicle in need of repair. All inspections will be documented and forwarded to the Tactical Commander.
 - The equipment stored within the SWAT equipment vehicle includes:
 - Ballistic shields and blanket
 - Night vision equipment
 - Search light (portable)
 - Breaching tools
 - Fire Extinguisher
2. SWAT officers will be trained on vehicle operation before they are authorized to use such vehicle. Training will consist of:
 - backing the vehicle
 - Turning

- Using mirrors
 - Familiarity with the controls and on board electronic equipment i.e radio, siren, lights, etc
3. The SWAT vehicles may be used by any SWAT officer during any SWAT mission or assignment.