



# RULES AND REGULATIONS

PROCEDURE NO. 117-33

S.W.A.T.			
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PURPOSE: To establish procedures for the S.W.A.T. and Alternate members.

## I. OFFICER SELECTION, TRAINING, AND EQUIPMENT

The S.W.A.T. is comprised of twelve (12) SWAT Trained Officers and Supervisors. Upon approval of the Chief of Police, Officers assigned to specialized units, along with other Pell City Police Department S.W.A.T. (Special Weapons and Tactics), certified full-time and part-time personnel may serve on the Department's S.W.A.T... This is not a full-time assignment. All members will remain assigned to their current positions within the Pell City Police Department, unless the S.W.A.T. is activated.

### A. S.W.A.T. Selection

1. Officer must have a minimum of three (3) years of service with one (1) year with the Pell City Police Department and exceptions will be made to fill unit as needed.
  2. Must be voluntary.
  3. Must qualify with 90% or higher on all assigned Weapon Systems. Failure to maintain a 90% during qualifications will result in S.W.A.T. Member being moved to Alternate Member Status.
  4. Must pass quarterly physical fitness test. Any member who is unable to pass the quarterly physical fitness test will be move to Alternate Member Status.
  5. Must successfully complete the S.W.A.T.'s physical assessment, which involves shooting on the firing range. Candidate must successfully complete an approved Basic Swat school prior to selection (S.W.A.T. certified candidates' names will be placed on a waiting list until a position is available in the S.W.A.T. or may become an Alternate S.W.A.T. member; All S.W.A.T. and Alternate members will be required to pass a physical fitness test and firearms qualification quarterly.
- a) Alternate Members are members that have not completed the entire requirement of becoming a full S.W.A.T. member. Alternate Members will only be allowed to act as perimeter officers during any S.W.A.T. activations. They cannot be assigned to any other section in the



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S.W.A.T. team until they have completed all requirements for full Team Member.

6. Must be in good standing with the Pell City Police Department without any open or active investigations; and must not have received any formal disciplinary action (PWOP) in the past twelve months.
7. Officer Candidates who successfully complete the selection process must be approved by the S.W.A.T. Commander.
8. Officer Candidates who are assigned to the S.W.A.T. must have the final approval from the Chief of Police.

## B. Training

1. S.W.A.T. Members and Alternate Members will be required to pass a physical fitness test every three months. S.W.A.T. members including Alternate members will be afforded one (1) hour per workday, on the day they work for physical fitness training. Physical training for assigned officers on off days while suggested is not required. This training program will take place under the supervision and or guidance of the Pell City Police Department Fitness Instructor or S.W.A.T. Instructors.
2. All S.W.A.T. members and Alternate members must be certified in Basic Special Weapons and Tactics and within one year Advance S.W.A.T. This will include: the Entry Team, Arrest Team, Bomb Technician (EOD), Chemical Munitions Experts (GAS), Snipers, and Hostage Negotiators. S.W.A.T. members will be selected by S.W.A.T. Commander, and approved by the Chief of Police.
3. S.W.A.T. members and Alternate members who hold a specialized position will attend certified schools, Hostage Negotiator, EOD, GAS, Sniper, etc...
4. S.W.A.T. members and Alternate members will hold joint training quarterly, and all sub units will hold training at least once a month. This will apply to Alternate members assigned to sub units.



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5. All Alternate members will be required to attend mandatory sub unit training or joint training quarterly as mandated by the S.W.A.T. Commander.

C. Equipment provided when the Department has purchased it.

1. S.W.A.T. Transport vehicle.
2. Sub- Machine Gun.
3. Hand-held portable radio.
4. Gas mask.
5. Entry vest.
6. Sidearm (departmental approved)
7. Helmet
8. Urban Camouflage utility uniform. (BDU) or uniform authorized by the Chief of Police.

## II. S.W.A.T. OPERATIONS

A. Generally

1. The S.W.A.T. and Alternate Members when needed shall respond in the following incidents (list not all-inclusive):
  - a. Hostage Situation
  - b. Sniper Incidents/Barricaded Suspects
  - c. Civil Disturbances
  - d. VIP Escort and Security
  - e. Upon request for assistance from other units within the Pell City Police Department.
  - f. At the request of a surrounding jurisdiction; with the approval of the Chief of Police and/or his designated representative.
  - g. Whenever directed to do so by the Chief of Police and/or his designated representative.

B. S.W.A.T. – Command of Situation



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1. In the event of a situation requiring the S.W.A.T., the Police unit(s) arriving on the scene first will be responsible for securing the perimeter of the affected area and isolating the structure where a subject is barricaded.
2. As back-up units arrive, they will be deployed by the ranking officer on the scene, sealing at least one block in all directions including alleyways of all vehicular and pedestrian traffic.
3. The ranking officer will attempt to locate someone with knowledge of the occupant and the physical characteristics of scene structure.
4. Individuals with knowledge of the area, subjects involved, or any pertinent information will be introduced to the first S.W.A.T. officer who arrives on the scene.
5. When the S.W.A.T. arrives on the scene, the ranking (Sergeant or above) S.W.A.T. Member shall assume command of the situation under the direction of the Chief of Police and/or his designated representative.
6. The S.W.A.T. will assume all positions within the inner perimeter, relieving any patrol officers they deem necessary.
7. All officers present will respond to the requests and/or orders made by the S.W.A.T. Commander during the resolution of the situation.

## C. Outside Agency Requests for S.W.A.T. Support

1. All requests for S.W.A.T. support from jurisdictions other than Pell City must receive prior authorization before the unit can respond.
2. Authorization shall be granted by the Chief of Police or in his absence the Captain of Operations.



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3. Upon receiving a request for support, Central Dispatch shall contact the Chief of Police or his designated representative for authorization to respond.
4. Requests for support shall be taken only from the Mayor, Chief of Police, or designated representative of the requesting jurisdiction.

## D. VIPS and Special Events

1. The S.W.A.T. Commander shall have the responsibility for coordinating and handling the security of VIP's and other escorts as directed by the Chief of Police.
2. The S.W.A.T. Commander shall have the responsibility for coordinating and handling special events, as directed by the Chief of Police.

## III. SUPERVISORY RESPONSIBILITIES –

### A. S.W.A.T. Commander

1. The S.W.A.T. Commander is responsible for the overall supervision and functioning of the S.W.A.T. and applicable issues relating to the Alternate members:
  - a. Selection
  - b. Training
  - c. Equipment
  - d. Unit manpower allocation
  - e. Planning
    - (1) Civil Disturbances
    - (2) Scheduled Demonstrations
    - (3) Unscheduled Demonstrations
    - (4) Total Department Mobilization
    - (5) Presidential and Other VIP Security
    - (6) Natural Disasters
    - (7) Man-made Disasters
    - (8) Unit Operations Readiness
    - (9) Parades
    - (10) Other special events (Sporting events, etc...)



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- f. Liaison Functions with other law enforcement and government agencies.
- g. Conducting training exercises on a routine basis which involves the use of hostage negotiators, special weapons teams, special tactics and other tactical operations.

## B. S.W.A.T. Section Leaders

1. S.W.A.T. Section Leader Positions- Entry Team Section Leader, Sniper Team Section Leader, Hostage Negotiations Section Leader, etc. All S.W.A.T. Section Leader Positions will be assigned by the S.W.A.T. Commander with approval of the Chief of Police.
2. S.W.A.T. Section Leaders are responsible for ensuring that members of the S.W.A.T., along with the Alternate members in their section, are proficient in their assigned skills and responsibilities.
3. S.W.A.T. Section Leaders are responsible for the training of members and the Alternate members within their section.
4. S.W.A.T. Section Leaders are responsible for the training, and equipment assigned to their section within the S.W.A.T.

## IV. SUPPORTING OTHER OPERATIONAL UNITS

- A. S.W.A.T. personnel may be used to supplement and assist other operational units and personnel within the department, such as:
  1. Saturation Patrol
  2. Undercover Operations
  3. As designated by the Chief of Police and/or the Chief's designated representative.
- B. The commander of any joint or supplemental operation shall be designed by the Chief of Police.
- C. Pell City Fire and Rescue may request assistance of the S.W.A.T. for:



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1. Additional manpower for search and rescue missions
2. Evacuation in the event of fire, hazardous material spills, etc.

## V. S.W.A.T. RECORDS

- A. All test results, firearms, physical fitness, and training records on officers assigned to the S.W.A.T. and all Alternate members shall be maintained in the members' unit file for the duration of the officer's assignment to the S.W.A.T.
- B. All Records of former Tactical personnel shall remain in the S.W.A.T. file for 12 months after a member is no longer an active member.
- C. A copy of all training records will be submitted to the Department Training Lieutenant to maintain a master copy of all S.W.A.T. Training, to include Physical Fitness, Firearms, and monthly training records.

Paul A. Irwin Jr., Chief of Police