

## **Emergency Mobilization Plan**

The purpose of this plan is to establish procedures for the mobilization of off-duty personnel in the event of a disaster, civil disturbance or other emergency requiring additional resources. The mobilization of off-duty personnel can be in addition to, or concurrent with, mutual aid, SMART response or other requests for specialized units. This plan is a supplement to the Emergency Operations policy.

The supervisor working at the time of the emergency has the authority to activate a partial or complete mobilization of off-duty personnel.

### **I. Mobilization Options**

- A. Utilization of all on-duty personnel.
- B. Partial mobilization of personnel, usually accomplished by extending the on-duty shift and/or early activation of the next shift. If the supervisor decides that a partial mobilization would be sufficient, the specific officers to be mobilized should be identified.
- C. Full-scale mobilization requiring all off-duty personnel to report for duty.

### **II. Notification Procedures**

- A. The supervisor will notify the Communications Center with the number of off-duty officers to be called and provide the Communications Center with basic information for responding officers. The Communications Center will be responsible for contacting officers and passing on the following information:
  - 1. Nature of the emergency.
  - 2. Location to report and who to report to.
  - 3. Any special uniform or equipment needs.
- B. The Communications Center will notify the supervisor of the number of officers contacted and expected response time. The Communications Center will continue to attempt contact with officers not previously contacted until they have either been contacted or the supervisor determines that no additional personnel are required.
- C. The Communications Center will be responsible for notifying command staff and key personnel in accordance with the Emergency Notifications policy.
- D. The standard police uniform will be worn for all emergency mobilizations, unless specified otherwise. Any special equipment required will be issued at the time of mobilization.

### **III. Assembly Areas**

- A. Primary Assembly Area – South Milwaukee Police Department
  - 2424 15<sup>th</sup> Avenue
- B. Secondary Assembly Area – Grant Park Plaza Shopping Center Lot
  - 2901 S. Chicago Avenue
- C. Third Assembly Area – South Milwaukee Professional Building
  - 100 15<sup>th</sup> Avenue
- D. Fourth Assembly Area - may be designated by the incident commander, depending on the type and location of the emergency.
- E. Transportation from the Staging Area to the incident site will be by department or other government vehicles. Vehicles should be loaded with as many officers and equipment as practical.