

SUBJECT: Compensation, Benefits and Conditions of Work		NUMBER: 3.1
DIRECTIVE TYPE: General Order	EFFECTIVE DATE: 04-10-2023	RE-EVALUATION DATE: Annually
DISTRIBUTION: All Personnel	AMENDS/SUPERCEDES: 300.01	LAST REVISED DATE: 05-16-2022
RELATED STANDARDS/STATUTES/POLICIES: SCLEA Standards 7.1 - 7.4; / City of Florence Employee Handbook		

Purpose

The purpose of the Compensation, Benefits, and Conditions of Work Program is to provide a compensation and benefit package designed to attract and retain qualified personnel, provide advancement and promotional incentives for its personnel, reward exceptional performance, and ensure professional police officers within the guidelines from the City of Florence Human Resource Office. The compensation schedule, employee benefits and conditions of work are mandated by the City Manager through the Human Resources Department to the Chief of Police.

C. Personnel Support Services

1. Line of Duty Death or Serious Injury Notification

- a) In the event of the death or serious injury to an employee, the Chief of Police or a designated Command Staff Officer will assist the Coroner in delivering a timely, personal Death or Injury Notification to the employee's spouse, parent or other family member(s).
- b) If available, the Department Chaplain may be asked to assist.

6. City of Florence Employee Assistance Program

- a) Services offered include alcohol/drug abuse, financial planning, work performance problems, attendance, medical issues, or other personal issues that may have an impact on the individual's work performance or ability to be at work.
 - (1) The employee should contact the Chief of Police or the Human resource Department to obtain information on the program and benefits. Assistance is available to both the employee and family members. All assistance will be maintained in a confidential manner.
- b) Non-paid police personnel are only eligible for assistance through the Police Department Chaplain(s).
- c) Based upon the individual need, appropriate resource services or programs will be assigned.

SUBJECT: Responding to Civil Disturbances		NUMBER: 4.20
DIRECTIVE TYPE: General Order	EFFECTIVE DATE: 04-10-2023	RE-EVALUATION DATE: Annually
DISTRIBUTION: All Personnel	AMENDS/SUPERCEDES: 500.18	LAST REVISED DATE: 04-16-2017
RELATED STANDARDS/STATUTES/POLICIES: SCLEA Standard 22.3, 22.9		

Preface

During special operations, the primary objective of the Florence Police Department is the prevention of harm or loss of life to officers and others involved with situations, generally of an emergency nature, that result from disasters both natural and man made and civil disturbances.

Purpose To establish guidelines for responses to unusual occurrences and special operations.

5. Casualty Information

- a. All casualties will be brought to the attention of the on-scene commander.
- b. The on-scene commander will designate a person to handle all casualty information for verification of death; identity; and locating of relatives for notification.
- c. The Department Chaplain(s), if available, may be called upon to assist in the notification and rendering of other support to the families of casualty victims.
- d. Under no circumstances will notification be made without verification of death and identity.
- e. The designated person will coordinate the viewing of unidentified bodies by citizens who have missing relatives and/or friends and it is suspected that they may have been killed during the situation or event.

SUBJECT: Active Shooter/Threat Response		NUMBER: 4.29
DIRECTIVE TYPE: General Order	EFFECTIVE DATE: 04/10/2023	RE-EVALUATION DATE: Annually
DISTRIBUTION: All Personnel	AMENDS/SUPERCEDES: 500.31	LAST REVISED DATE: 12/19/2019
RELATED STANDARDS/STATUTES/POLICIES: SCLEA Standards 22.21		

Purpose

The purpose of this policy is to provide procedures for assessing the threat and performing rapid intervention tactics to limit serious injury or loss of life during active shooter/threat situations. While the term “active shooter” is used throughout, this policy applies to all situations where there is an active, ongoing deadly threat, to include those from firearms, explosives, knives and/or any other deadly weapon.

Active Threat policies/procedures are built on the philosophy that even a small delay in responding may result in multiple additional fatalities

Policy

It is the policy of the Florence Police Department in situations where ongoing deadly force is reasonably likely to be employed by a suspect, and delayed police action could result in injury or death, rapid intervention of officers at the scene is authorized when such actions are deemed reasonable to prevent further injuries or loss of life.

E. Command Post/ Unified Command

3. The Unified Command will ensure that the following actions are accomplished:

- o) Summon the victims advocate to provide information to relatives of victims, as well as other critical incident mitigation resources such as chaplains and mental health professionals.

SUBJECT: Command Staff Notifications		NUMBER: 6.1
DIRECTIVE TYPE: General Order	EFFECTIVE DATE: 04-10-2023	RE-EVALUATION DATE: Annually
DISTRIBUTION: All Personnel	AMENDS/SUPERCEDES: 900.05	LAST REVISED DATE: 2-14-2020
RELATED STANDARDS/STATUTES/POLICIES: SCLEA Standards 16.8		

Purpose

Immediate notifications of the Command Staff by the field supervisor is critical in all major cases. The Command Staff has the responsibility to provide immediate access to additional personnel, specialized equipment and any other necessary resources that are critical to the delivery of Police and Fire services during emergency situations.

I. Procedure

A. The following guidelines should be used to determine the existence of a major police or fire incident:

1. The on-duty Shift Supervisor or Shift Commander will be responsible for:
 - a. Evaluating the situation and determining the need for further notifications or additional assistance from support personnel.
 - b. Notifying of the Patrol Commander.
 - c. Instructing Desk Personnel to notify Command Staff and the Chaplain.
2. The on-duty Command Officer has the responsibility to notify the Patrol Division Commander and the Chief of Police of all major incidents.
3. If necessary or required, the on-duty Shift Supervisor or Shift Commander will instruct Desk Personnel to contact the specific support personnel needed.
4. The following support personnel are available and may be called for assistance: (SCLEA 16.8)
 - a. First-Line Supervisors
 - b. Command Staff Officers
 - c. Chief of Police
 - d. Departmental Chaplain, if needed