

**OCEAN CITY POLICE DEPARTMENT**  
**Ocean City, Maryland**

<b>SUBJECT:</b> EMERGENCY PREPAREDNESS		<b>NO:</b> 400 W-2
<b>APPROVED/EFFECTIVE DATE</b> August 16, 1999	<b>AMENDS</b>	<b>RESCINDS</b>
<b>DISTRIBUTION/DATE</b> A 8-20-99	<b>REFERENCES:</b> Ocean City Emergency Operations Plan	

- .10 In the event of a major emergency or disaster, the Ocean City Police Department will respond in accordance with the Ocean City Emergency Operations Plan (OCEOP). Although this Order is geared toward our most likely emergency, weather related natural disaster, it may be utilized in whole or in part to prepare for other predictable or non-predictable situations, such as public demonstration, riot, or air disaster.
  
- .20 If a command post or emergency operations center has been established, the Chief of Police, or his designee, shall report to that location.
  
- .30 The Chief of Police, or his designee, shall:
  - A. Supervise law enforcement and other police services to assure the safety and welfare of citizens during emergencies.
  - B. Provide necessary traffic control during emergency situations.
  - C. Monitor police radio communications during emergency operations, as needed.
  - D. Be responsible for organizing search and rescue operations within the City.
  - E. Supervise crime related incidents, such as terrorist acts, civil disturbances and riots.
  - F. Be responsible for conducting morgue operations and identifying victims, pending arrival of the Medical Examiner.
  - G. Maintain mutual aid agreements with other police agencies that may be called to assist.
  - H. Establish perimeters and police lines at the scene of any major incident.

- I. Provide support to the Emergency Operations Center for initial damage assessment operations.
  - J. Provide the Incident Commander and establish a command or control point on the scene of incidents covered in the above responsibilities.
- .40 All sworn officers, and essential non-sworn personnel, as may be specified, when placed on stand-by, will be required (unless granted special exception) to remain immediately available for duty. Immediately available for duty means "to be able to report for duty within **two (2) hours.**" Personnel maybe temporarily detailed to a different assignment (CID to Patrol) and have their duty hours changed or extended to cope with the emergency. All days off and pre-approved leave may be subject to cancellation. Employees are reminded and encouraged to plan for evacuation for their families in advance of predicted weather emergencies.
- .50 Sworn personnel and essential non-sworn personnel with special needs and requesting to be excused from duty must make their request to their respective Division Commander for approval. Any appeal of a request denial would be made to the Chief of Police, whose decision is final.
- .60 Sworn personnel reporting during emergency conditions shall report with a change of clothing, extra radio battery, charged flashlight and foul weather gear (if appropriate).
- .70 The Human Resources Section shall maintain a current roster of all employees' telephone numbers and emergency notification information. A copy of this roster shall be provided to front desk personnel and maintained in the event it is needed for personnel call-out.
- .80 When it appears likely that Ocean City will be subjected to a major weather emergency (Hurricane, Tropical Storm, Winter Storm, etc.), the storm checklist should be consulted. This checklist has been designed for use as a guide and only those items that apply to the nature and severity of the situation at hand need be completed
- .90 Normal operations should be restored as soon as practical, once recovery operations are in place and functioning.