I. **NOTIFICATION PROCEDURES**

**A.** The appropriate Division Commander shall be notified immediately when one (or more) of the following incidents takes place:

1. Homicides;
2. Questionable deaths;
3. Fatal motor vehicle collisions;
4. Major fires, including all fires involving City of Bowie buildings and property;
5. Major narcotic seizures;
6. Civil disorders (riots, demonstrations, strikes);
7. Floods
8. Hazardous material incidents
9. Officer involved shootings;
10. Any incident where an on-duty City employee is the victim of a serious injury or death;
11. Any major incident involving City property and/or employees including all critical injury collisions.

**B.** During non-business hours on-duty Shift Supervisor shall be responsible for making major incident notifications to the appropriate on-call Commander. During normal business hours the Patrol Commander shall be the first Commander notified. If the on-call Commander is not on-duty or able to be notified, the Shift Supervisor shall be responsible for ensuring that the Captain is notified.
C. If the on-duty Shift Supervisor is successful in contacting the on-call Commander, it is the Commander’s responsibility to notify the Chief of Police.

D. It shall be the responsibility and determination of the Chief of Police as to whether or not additional notification is needed to the City Manager, Mayor, or to Councilpersons.

E. Upon receiving information concerning any other major incident (not described in the above list), the on-duty Shift Supervisor should make his/her own determination whether the situation warrants the immediate notification of the Commander.

F. A Commander is available to provide assistance and/or advice twenty-four hours a day. If their presence is required on the scene of a major incident or if a need exists to consult with them, the Commander can be reached by telephone when they are not physically on-duty.