

# UW Whitewater Police



<i>Critical Incidents Planning and Training</i>		Number: 46.1	No. Pages: 3
Special Instructions: CALEA 46.1.9, 46.1.13, 46.3.2			Reviewed: 3/5/2025
Approved By: Chief Kiederlen	Effective Date: 9/14/2023	Revised Date: 3/5/2025	Revision Number: 4

## I. Purpose

The purpose of this General Order is to clarify the planning and training needs to plan for large-scale events or unplanned incidents that involve greater than normal resources than are normally on duty during the incident timeframe.

## II. Definitions

**Critical Incident:** An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response, such as major planned events and law enforcement incidents.

**Emergency Operations Plan:** Commonly referred to as an "ALL HAZARD PLAN," an EOP is a written plan containing a general objective reflecting the overall strategy for responding to and managing critical incidents. The plan defines the scope of preparedness and incident management activity required of the agency and is flexible enough for use in all emergencies.

**Incident Command System:** A system for command, control, and coordination of a response that provides a means to coordinate the efforts of individual persons and agencies as they work toward the common goal of stabilizing an incident while protecting life, property, and the environment. There are five major components: command, planning, operation, logistics, and finance/administration.

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## III. Policy

Staff at UW-Whitewater Police Department are all trained in the Incident Command System and all large events function under this umbrella. In the event of a critical incident, UW-Whitewater Police Department staff are trained to work under the ICS System with other responding agencies. In addition, the UW-Whitewater Police Department is the lead agency for critical incident planning on the Whitewater and Rock Campuses.

## IV. Procedure

- A. Annual Training on the University's Emergency Operation Plan or All Hazards Plan
  - 1. During the third quarter of the year all affected agency personnel will be required to complete a refresher training on the Emergency Operation Plan to include the Incident Command System.
- B. Initial training for department staff.
  - 1. All full-time staff at UW-Whitewater Police Department police division will be required to take ICS training up to their level of responsibility. Entry-level staff would be required to complete an introductory level course, such as ICS 100.
- C. Supervisor Training
  - 1. All supervisors that may be in charge of the event or incident; or may be asked to be in charge of the Emergency Operation Center, will be required to take more advanced training as recommended by the US Department of Homeland Security.
- D. Documented tabletop, functional, or full-scale exercise for COOP
  - 1. Universities of Wisconsin Policy requires that an exercise be conducted every four years for our COOP Plan. During this exercise, planned over the Summer Break (June-August) the ICS structure is also tested.
    - a. UW-Whitewater Police Department as the lead critical incident response agency, usually also participates in other exercises with regional and state partners. We also assist other campus departments in planning tabletop and other exercises for their areas that occur throughout the year.
- E. Documented biennial training consisting of a tabletop or full-scale exercise to access the agency's capabilities with the All Hazard Plan and the Incident Command System.
  - a. UW-Whitewater Police Department may conduct this exercise along side the Annual COOP tabletop or full-scale exercise; or as a separate exercise.

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## **F. Continuity of Operation Plan**

1. UW-Whitewater Police Department maintains a COOP Plan as a required “essential service” agency for UW-Whitewater. Annually the plan is reviewed and is updated as needed with changes in personnel, locations, and equipment.
2. As part of the COOP process the UW-Whitewater Police Department will participate in an exercise at least every four years in which the COOP plan is tested.

## **G. Hazmat Awareness Training**

1. UW-Whitewater Police Department works with our partners at the Whitewater Fire Department, Office of Risk Management and Safety, and others to provide awareness-level training for dealing with hazardous materials.