

INTERIOR PATROL

Police Studies

Chapter 12

Interior Patrol

Instructor Guide



Police Studies

Chapter 12 – Interior Patrol



Chapter 12 – Interior Patrol SYNOPSIS

Date Prepared: 04/2015

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Prepared By: New York City Police Academy, Curriculum and Evaluation Unit

Reviewed/Approved By: NYPD Risk Management Bureau

This module will provide the recruit officer with the procedures and requirements for conducting interior patrols of housing facilities.

Method of Instruction: Lecture / discussion / question and answer

Time Allocated: 4.5 Hours

Training Need: Entry-level police officer training

Terminal Learning Objective: At the completion of this module, recruits will understand the procedures and requirements for conducting interior patrols, investigating possible trespass situations and responding to building fires.

Learning Outcomes:

1. Explain how to conduct interior patrols of NYCHA buildings and private buildings enrolled in the Trespass Affidavit Program (TAP).
2. Demonstrate the limits and appropriate use of the four levels of encounters under People v. DeBour in the context of interior patrols.
3. Demonstrate the proper preparation of a Trespass Crimes Fact Sheet for arrests for trespass in NYCHA or TAP buildings.
4. Explain the procedures to take when confronted with a disabled elevator in a NYCHA building.
5. Identify the circumstances when a Field Report will be prepared in a NYCHA building.
6. Explain the NYCHA Trespass Notice Program and how to process arrests related to this program.
7. Identify the proper steps to take when responding to building fires.

Required Reading: NYPD Police Student's Guide and NYPD Patrol Guide

Instructional Resources Required:

- PowerPoint projector
- Computer with monitor
- Classroom seating

Evaluation Strategies:

- Observation of the level and quality of classroom participation.
- Observation and evaluation of module learning outcomes as applied to classroom exercises, lesson's quiz, and 100-question multiple-choice exam.

References:

NYPD Police Student's Guide and NYPD Patrol Guide



INTERIOR PATROL

Introduction

When conducting an interior patrol of New York City Housing Authority (NYCHA) facilities and buildings enrolled in the Trespass Affidavit Program (TAP), it is important that all members of the Department understand the legal boundaries that accompany their role. Understanding these legal boundaries and conducting all interactions in a courteous, professional and respectful manner, are critical parts of building a positive relationship with residents.

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LEARNING OUTCOMES

1. Explain how to conduct interior patrols of NYCHA buildings and private buildings enrolled in the Trespass Affidavit Program (TAP).
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3. Demonstrate the proper preparation of a Trespass Crimes Fact Sheet for arrests for trespass in NYCHA or TAP buildings.
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INTERACTIONS WITH THE PUBLIC

When conducting an interior patrol:

- Know your legal boundaries
- Ensure interactions are positive, whenever possible
- Remember that most people you encounter will be law-abiding residents and guests (potential allies)
- Use professional language and tone
- Approach with courtesy, professionalism, and respect to which all persons are entitled in their own homes

Learning Outcome# 1
Explain How to Conduct an Interior Patrol of NYCHA Buildings and private buildings enrolled in the Trespass Affidavit Program

Explain How to Conduct an Interior Patrol of NYCHA Buildings and private buildings enrolled in the Trespass Affidavit Program

While conducting an interior patrol, it is important to remember that these interactions are taking place in the common areas of residents' homes. Most of the people you will encounter in these buildings will be law-abiding residents and their guests who want to live in or visit an orderly, crime-free environment. Positive interactions can create allies and negative interactions can lead to a permanent distrust of police.

Use professional language. Make sure your tone of voice is appropriate for the situation. Remember that by de-escalating a situation, you help yourself stay in control of the interaction. When in doubt, remember what is written on every police vehicle: courtesy, professionalism, respect.

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INTERIOR PATROL OF NYCHA BUILDINGS

Tactically planned inspection of lobby, interior hallways, stairways, basements, elevators and rooftops of all NYCHA buildings on your post

To prevent, detect and take enforcement action against illegal activity occurring in public areas of the building

Directed

- To take corrective action
- Search for missing/lost child
- Search for suspects

Random

- Routine patrol to inspect common areas

If you are assigned to a housing location, your duties will include frequent inspection and patrol of all NYCHA facilities and “interior patrol” of all residential buildings in the complex to which you are assigned.

Interior patrols are designed to assist the Housing Authority in enforcing its rules, limiting criminal activity, providing a safe and secure environment and ensuring the habitability of its residential buildings for Housing Authority residents and their guests.

Interior patrols can be *directed* (i.e., a search for a suspected criminal, missing person) or *random* (routine patrol). During an interior patrol, a thorough inspection of the entire building is conducted. This includes an inspection of the lobby, roof landing, roof top, basement, hallways, stairwells and elevators.

Interior Patrol is the tactically planned patrol of the interior hallways, stairways, and rooftops of selected multiple occupancy buildings to prevent, detect and take necessary enforcement action regarding illegal activity occurring in public areas of these buildings.

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INTERIOR PATROL OF TRESPASS AFFIDAVIT PROGRAM BUILDINGS

- Interior patrol of private multiple dwelling buildings enrolled in the Trespass Affidavit Program
- Building owner authorizes the interior patrol through Trespass Crimes - Owner's Affidavit (PD651-051)
- UMOS must have building owner's permission to patrol the building

Patrolling multiple dwelling private buildings for criminal activity including trespassing under the Trespass Affidavit Program is a valuable problem-solving tool, as well as an important component of the Department's crime control strategy. Authorization for interior patrol, the tactically planned patrol of the interior hallways, stairways, lobbies, basements, rooftops and other common areas of multiple dwelling buildings that are **not** owned by the New York City Housing Authority is obtained through the Department's Trespass Affidavit Program.

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- Upon arrival, notify Communications Section utilizing radio code 10-75I and make Activity Log entry identifying time and street address.
- In NYCHA context, notify VIPER if practical.
- In TAP context, document whether proper signage is displayed and legible.
- Inspect lobby area. In pairs, proceed to top floor. Inspect roof and landing and any elevator rooms.
- Patrol each staircase and hallway of each floor from the top floor down to the ground floor.
- Utilize your flashlight in dark areas.
- Lower the volume on your radio and secure loose keys.
- Inspect all accessible basement areas.
- Be alert for person who may be engaged in criminal activity.
- Notify Communications upon completion of interior patrol.

Before entering the building you must notify communications of the location that you are about to inspect utilizing radio code 10-75I and make an Activity Log entry of the time and street address upon entering the building. This will ensure that any responding officers know your location and will also ensure that you know the address of the location you are about to enter. There have been many times when police officers have attempted to call for assistance only to realize that they do not know where they are.

Prior to conducting interior patrols in Housing Authority locations where VIPER units are established, whenever practical, uniformed members of the service should notify VIPER unit personnel by radio that they are conducting an interior patrol at the location. VIPER unit personnel should advise the UMOS of any known conditions that would call for their attention, or might significantly affect their safety, and should provide appropriate information and assistance to the UMOS during the interior patrol. If VIPER unit personnel cannot be contacted prior to the interior patrol, or if a significant delay would result from waiting for VIPER unit personnel to provide information about the building, UMOS may conduct the interior patrol without waiting for a response from the VIPER unit.

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Inspect front, rear and other exterior doors, mailboxes, intercom systems and the interior of the lobby. Proceed to the top floor of building by elevator, if operable, otherwise by using stairs. Use staircase to gain access to the roof of the building. Conduct inspection of roof landing, roof, elevator rooms, alarms and any other installations. Patrol each floor, staircase and hallway within the building from the top floor to the ground floor. Patrol officers must be alert to any persons or loose dogs on the roof; utilize your flashlight when patrolling at night. You should be equally cautious when patrolling the stairwells and hallways. Lower the volume on your radio and secure any loose keys or anything that could identify you, by sound, as a police officer when descending the stairwell. Criminals, alerted to your presence through sound, would have time to escape or devise a plan, as you unknowingly walk down the stairs, for a possible ambush. When confronting a suspect in a building, be sure to move the suspect to a safe location before conducting an investigation.

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If an officer encounters a person who may be engaged in criminal activity (including potential trespassers), based on observed behavior or other credible information:

Approach the individual to ask:

- > If he or she lives in the building
 - > If he or she is visiting someone in the building
 - > If he or she has business in the building
- Mere presence near, entry into, or exit out of a building is not an objective credible reason to approach an individual.
 - These questions can only be asked if they are related to the reason for the approach and if they are asked in a non-threatening and non-accusatory matter.

Learning

Outcome# 2

Demonstrate the limits and appropriate use of the four levels of encounters under People v. DeBour in the context of interior patrols

Demonstrate the limits and appropriate use of the four levels of encounters under People v. DeBour in the context of interior patrols

A uniformed member of the service may approach and ask non-threatening and non-accusatory questions of a person (that is, conduct a Level 1 request for information under *DeBour*) if the member has an objective credible reason to do so. However, you should not regard an individual's mere presence¹ in or outside a building enrolled in the Trespass Affidavit Program as a sufficient basis to form an "objective credible reason" to approach. Law-abiding residents and their guests should feel free to come and go without police questioning. A uniformed member of the service may not approach a person merely because the person has entered or exited or is present near a building enrolled in the Trespass Affidavit Program. However, if, for example, a person remains in a lobby, stairwell, hallway or other common area for an unreasonable period of time in light of the intended purpose of the area, this is no longer "mere presence" and you would have an objective credible reason to approach the individual and conduct a Level 1 inquiry (Request for Information).

If an officer has an objective credible reason to approach an individual near or inside of a building enrolled in the Trespass Affidavit Program (in other words, more than mere presence or entry or exit), the officer may approach the person(s) and ask

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the person non-threatening, non-accusatory questions related to the reason for the approach. The officer may ask the individual:

- If he or she lives in the building
- If he or she is visiting someone in the building
- If he or she has business in the building

As long as the questions would not cause a reasonable person to believe that he or she is suspected of some wrongdoing.

An individual who has been approached (in a Level 1 or Level 2 encounter) should not be detained, and may refuse to answer questions, answer only some questions, and is free to leave the building, unless there is reasonable suspicion to believe that the person has committed, is committing, or is about to commit a felony or Penal Law misdemeanor. A person's decision to leave the building, remain silent or refuse to provide information or identification when questioned by the police does not support reasonable suspicion to stop or probable cause to arrest.

Remember, a Level 3 stop occurs whenever a reasonable person would not feel free to disregard the officer and walk away.

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- Based on answers to questions in an initial encounter, an officer may take reasonable measures to verify the person's authority to be present in the building.
 - Inspect and return I.D.
 - Request key to building or apartment
 - Request apartment number where person resides or is visiting
 - Communicate with building resident
 - Ask person to call a resident
- Questions should not be asked in a manner whereby a reasonable person would believe that they are not free to leave. Police officers can be intimidating, and the manner of your questioning may cause a reasonable person to feel like he or she cannot terminate the encounter and walk away.

Based on the answers to the questions in an initial encounter, an officer may take reasonable measures to verify a person's authority to be present in the building when such authority is in question (e.g., asking for identification, requesting the name or apartment number of the person being visited, requesting keys to the building entrance doors, etc.). If the individual refuses to explain or is unable to explain his/her presence in the building, the uniformed member may instruct the person that he or she must leave the building or be subject to arrest for trespass. The uniformed member may then arrest the person for trespass if:

- The person refuses to exit the building and does not establish a right to be in the building.

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- Individual may leave the building, unless officer has reasonable suspicion to detain. Leaving the building, remaining silent, or refusing to answer questions does not support reasonable suspicion.
- If the person cannot or refuses to explain their presence in the building, and officer is unable to verify the person's authority to be in the building, officer may instruct person that he or she must leave the building, and that refusal may result in arrest for Criminal Trespass.
- If the person leaves, make an Activity Log entry. In the NYCHA context, also prepare a Field Report.

If a person who may be engaged in criminal activity, based on observed behavior or other credible information, refuses to explain or is unable to explain his or her presence in the building, the officer may instruct that person that he or she must leave the building or be subject to arrest for trespass. If they do not promptly establish a right to be in the building and refuse to exit, you may arrest the person for trespass. If the person leaves, prepare a Field Report and make an Activity Log entry. If at any time during an interaction, you develop probable cause to believe a person is trespassing, you have discretion to arrest the person for criminal trespass without asking the person to leave the building. A person's refusal to explain his or her presence in a building, however, will not by itself raise reasonable suspicion or probable cause.

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REASONABLE SUSPICION

- Reasonable suspicion is required to stop and detain a person. Under the Fourth Amendment, a person is “stopped” if under the circumstances a reasonable person would not feel free to walk away.
- A stop may only be conducted when an officer has *individualized, reasonable suspicion that the subject is committing, has committed, or is about to commit a felony or Penal Law misdemeanor.*
- An individual should not be detained and is under no obligation to answer questions unless you can articulate your reasonable suspicion to detain the person.

If you have reasonable suspicion that the person is trespassing, you may stop that person and take additional measures to conduct further investigation, such as communicating with a building resident whom the person claims to be visiting through the intercom system or in person, allowing the person stopped to call a resident to appear and verify their authority to be in the building, or consulting with Housing Authority employee who is familiar with residents.

Be mindful that people can be alarmed or intimidated when a police officer questions them in their homes, especially when an officer goes to their apartment. Thus, when verifying a person’s authority to be in the building, take reasonable measures to avoid such alarm or intimidation by first using the intercom system to contact the resident or permitting the stopped person to call the resident by phone.

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- If still unable to determine authority to be in the building and person refuses to leave the building, officer may arrest, per P.G. 208-1 *Law of Arrest*.
- Even if there is probable cause to arrest a person for trespassing, officers may exercise their discretion to refrain from arresting that person, and instead instruct that person to leave, under appropriate circumstances.

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REPORTING AND DOCUMENTATION

1. When a Trespass Arrest is made, prepare:
 - Trespass Crimes - Fact Sheet
 - Describe factors leading to the approach and questioning of the person arrested
 - Describe facts that were important to establish probable cause
 - Detailed Activity Log entry
 - If arrest was preceded by a Level 3 stop, prepare stop report.
2. In TAP context, Trespass Crimes - Owner's Affidavit (PD651-051) must be included in arrest package.
3. Notify the radio dispatcher upon exiting building.

Learning

Outcome# 3

Demonstrate the proper preparation of a Trespass Crimes Fact Sheet for arrests for trespass in NYCHA or TAP buildings

Demonstrate the proper preparation of a Trespass Crimes Fact Sheet for arrest for trespass in NYCHA or TAP buildings

If probable cause develops that a person has committed or is committing an offense, an arrest may be effected, as per P.G. 208-01 "Law of Arrest." When a trespass arrest is made, you must prepare a **Trespass Crimes - Fact Sheet (PD351-144)** and document the arrest in your **Activity Log**. You must describe the factors that led you to approach and question the individual. Your description should be detailed and contain facts that were important to establishing probable cause. If the arrest arose from a Level 3 stop, you must also prepare a **Stop, Question and Frisk Report Worksheet**. Copies of the **Trespass Crimes – Fact Sheet (PD351-144)** and **Trespass Crimes – Owner's Affidavit (PD651-051)** or New York County District Attorney's supporting affidavit, as appropriate for the building, must be included in arrest package.

The **Trespass Crimes – Owner's Affidavit** will be utilized for Department Trespass Affidavit Program buildings in the Bronx, Brooklyn, Staten Island and Queens. The New York County District Attorney's Office manages a Trespass Affidavit Program in Manhattan and utilizes its own supporting affidavits. The **Trespass Crimes – Fact Sheet** will be prepared in every instance, including Manhattan for a trespass arrest in a building participating in a Trespass Affidavit Program or a trespass arrest in any NYCHA building.

Officers should notify the Communications Section Dispatcher upon exiting the building and make an Activity Log entry indicating the time the building inspection was completed and any conditions noted.

Instructor Notes: Review situations A through J listed in the student guide with recruits.



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DUTIES OF A PSA OFFICER

Frequent inspection and patrol of NYCHA facilities

Interior patrol of NYCHA residential building to which assigned

Members of Patrol Services Bureau (PSB) may also patrol NYCHA facilities

All officers conducting police activity on NYCHA property will assist NYCHA and the NYPD in:

- Enforcing NYCHA rules
- Limiting criminal activity
- Providing a safe and secure environment for residents and guests

DISABLED ELEVATOR

- Inspect elevator doors on each floor
- Notify immediately:
 - Housing Authority Emergency Service Department
 - NYPD Emergency Service Unit (occupied or dangerous)
 - Ambulance (if occupied)
- Remain with elevator until condition corrected if:
 - ✓ Elevator glass is missing
 - ✓ Outer door is open – no elevator present
 - ✓ Other dangerous elevator condition

Learning Outcome# 4
Explain the procedures to take when confronted with a disabled elevator in a NYCHA building

Explain the procedures to take when confronted with a disabled elevator in a NYCHA building

If, during interior patrol of a NYCHA building, you come across an **UNOCCUPIED** disabled elevator, your obligation would be to notify Housing Authority Emergency Service Department maintenance personnel by calling (718) 707-5900. You must also inspect elevator doors on each floor and notify Housing Authority Emergency Service Department maintenance personnel or NYPD Emergency Service Unit immediately and remain at scene and secure location until unsafe condition has been corrected if:

- The elevator door glass is missing, or if the outer elevator door opens when elevator is not present;
- There are any other dangerous conditions concerning elevators.

If, during interior patrol of a NYCHA building, you come across an **OCCUPIED** disabled elevator, your obligation would be to notify the radio dispatcher and request the response of Housing Authority Emergency Service Department maintenance personnel. Also notify the NYPD Emergency Service Unit and ambulance, if the situation requires the immediate removal of passengers in cases involving, but not limited to a cardiac condition, or a seriously ill passenger, etc.

Note: If a delay in the response of Housing Authority Emergency Service personnel is expected, a request for N.Y.P.D. Emergency Service Unit personnel will be made even in situations deemed to be of a non-emergency nature.

Note: Members of the service shall **NOT** attempt to remove passengers from a disabled elevator car without the assistance of Housing Authority and/or N.Y.P.D. Emergency Service Unit personnel who are trained in the removal of passengers from disabled elevators.

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FIELD REPORTS

REPORT (NON-CRIMINAL) CONDITIONS ON NYCHA PROPERTY

- DISABLED ELEVATORS
- DAMAGED OR DEFECTIVE DOOR LOCKS OR INTERCOMS
- NOISE COMPLAINTS
- NON-SUSPICIOUS FIRES
- VIOLATIONS OF NYCHA RULES AND REGULATIONS
- DAMAGE TO PROPERTY (NON-CRIMINAL)
- MISSING OR DAMAGED “NO TRESPASSING” SIGNS
- ABANDONED OR DERELICT VEHICLES
- RESIDENT DISPUTES

Learning Outcome# 5

Identify the circumstances when a Field Report will be prepared in a NYCHA building

Identify the circumstances when a Field Report will be prepared in a NYCHA building

When a patrol officer takes corrective action for non-criminal conditions occurring on housing authority locations the officer records this occurrence on a **Field Report**. A Field Report will be used to record the following non-criminal conditions occurring on housing authority locations:

- Disabled elevators;
- Damaged or defective door locks or intercom systems;
- Noise complaints;
- Other breaches of Housing Authority Rules and Regulations;
- Follow-up dispositions;
- Damage, accidental, non-criminal, or cause unknown;
- Abandoned and derelict vehicles;
- Resident disputes;
- Fire, non-suspicious;
- Other conditions as specified by appropriate Patrol Guide procedures.

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NYCHA TRESPASS NOTICE PROGRAM

Any person arrested for felony sale of controlled substance or marijuana

On any NYCHA development is excluded from entering NYCHA property

Except: a NYCHA resident may still enter their own apartment and common areas of their resident development

PROCESSING ARRESTS FOR FELONY SALE OF CONTROLLED SUBSTANCES OR MARIJUANA

- Comply with general arrest procedures
- Prepare NYCHA TRESPASS NOTICE
 - > Include log number obtained from housing bureau wheel
- Have defendant sign and date notice
- Make 5 copies of notice
- Serve defendant with 1 copy
- Upon service the defendant is excluded from NYCHA property
- Fax a copy to housing bureau wheel
- Prepare a “Trespass Notice Package”

Learning Outcome# 6
Explain the NYCHA Trespass Notice Program and how to process arrests related to this program

Explain the NYCHA Trespass Notice Program and how to process arrests related to this program

In an effort to reduce crime in NYC Housing Authority Developments, the Department has created the NYCHA Trespass Program. Under this program, any individual who is arrested for felony sale of controlled substance or marijuana on NYCHA development is permanently excluded from entering all NYCHA property.

- Prepare a NYCHA Trespass Notice
 - Enter the Notice log number, obtained by calling the Housing Bureau wheel
- Have the defendant sign and date the notice
 - If defendant refuses, so state on signature line and initial and date
- Make five copies of the Notice
 - Personally serve the defendant with one **copy** of the notice
 - The remaining four copies are for the desk officer
- Fax a copy of the notice to the Housing Bureau Wheel and call to confirm receipt
- Prepare a “Trespass Notice Package” containing:
 - Original signed Trespass Notice
 - Computer copy of OLBS and Complaint Report
 - Copy of PCI and Request for Laboratory Analysis (if applicable)
 - Copy of Search Warrant (if applicable)
- Deliver the package and four copies of Notice to the desk officer

Instructor Notes: Review the procedure listed in the student guide with recruits.



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RESPONSE TO FIRES BY UMOS

- Notify radio dispatcher upon arrival and inform of any pertinent details regarding the fire
- Communicate to FDNY at the scene the number of UMOS in the building and last known location
- Maintain communication with dispatcher and relay your location in building
- Use stairs to reach fire location (ascend in teams of two)
- **DO NOT USE ELEVATORS**
- Advise dispatcher of staircase being used
- Visually inspect stairwell and floor below fire floor for smoke or flames
- Note location of stairwells and exits

RESPONSE TO FIRES BY UMOS

- Do not hold elevator cars
- Visually inspect hallway of fire floor before entering from stairwell
- Check the stairwell door for heat by placing the back of your hand on the door
- If heat, smoke or fire is detected do not enter the hallway
- If smoke or heat are suddenly present in your location tactically retreat

Learning Outcome# 7
Identify the proper steps to take when responding to building fires

Identify the proper steps to take when responding to building fires

Fire (P.G. 212-58)

The patrol officer's job at the scene of a fire is to protect life and property, as well as to assist the Fire Department. If arriving at the scene by RMP, park vehicle to prevent interference with firefighting operations. Transmit signal 10-84 upon arrival and ensure FDNY is responding if not on-scene and inform dispatcher of any pertinent details. Ensure area in front of building is secured for responding FDNY personnel and all fire hydrants are free of vehicles.

Uniformed members of the service should be aware that some modern buildings are fire-proof and may not exhibit conditions that are commonly believed to be observable from outside a building on fire. Uniformed members are not trained in, or equipped for, fire suppression or fire rescue operations and should avoid entering any building that is on fire. Absent exigent circumstances uniformed members of the service should not operate on any floor above the fire and not attempt to navigate through a smoke-filled or fiery environment. If there is imminent danger to life and members determine that entering the building is necessary and prudent, comply with the following:

- Notify radio dispatcher of all observations made in connection with fire prior to entry.

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- Communicate to FDNY personnel at the scene the number of members of the service who entered the building, including last known location, if possible.
- Maintain communication with radio dispatcher and frequently relay location and ascertain estimated time of FDNY arrival.
- Use stairs to reach reported fire location. (DO NOT use elevators)
Members should ascend in teams of two.
- Advise radio dispatcher of labeled staircase being used or of any other identifying characteristics of staircase, if not labeled.
- Conduct a visual inspection of stairwell for smoke or flames prior to ascending staircase and inspect each floor below reported fire floor for smoke and/ or fire and note location and distance of other stairways, exits and/or potential areas of refuge.
- DO NOT hold elevator cars on any floor as FDNY units will seek to recall elevators to move personnel and firefighting equipment into position.
- Conduct a visual inspection of hallway of reported fire floor through the stairwell/hallway door window, if available.

Place back of hand on door that separates stairwell from affected floor to detect the presence of heat. An unusually warm door or the presence of smoke, are indicators that there is a fire in the hallway or in an apartment where a door has been left open. This can be an extremely dangerous condition requiring personal protective equipment to enter and is considered “immediately dangerous to life and health.” In these cases, members should not open the door or enter the hallway as such action can draw smoke/fire toward the stairwell.

- If smoke and heat are suddenly present, tactically retreat/evacuate by assuming a prone position and crawl or stay as low to the ground as dictated by the situation, moving close to the wall so that wall may be used as a guide to predetermined exit.

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RESPONSE TO FIRES BY UMS

IF YOU SUDDENLY ENCOUNTER SMOKE AND HEAT, DROP TO YOUR KNEES AND MOVE CLOSER TO THE WALL AND RETREAT TO A PREDETERMINED EXIT

Note: an unusually warm door or the presence of smoke are indicators that there is a fire in the hallway or in an apartment where a door has been left open. This can be extremely dangerous. Ensure the door between the stairwell and hallway remain closed to prevent the fire from spreading.

RESPONSE TO FIRES BY UMS

Police lines at fire scenes, following persons allowed to enter:

- Police / fire vehicles
- Ambulances
- Mayor and vehicle
- Members of governmental agencies and their vehicles in performance of duty
- Persons holding valid unexpired press credentials
- Employees of public service corporations and their vehicles in performance of emergency duties
- Red cross personnel in performance of duty

Members of the service establishing police lines outside the building should set up beyond the fire apparatus and hydrants in use. Ensure a clear path of access and egress is established and maintained for ambulances. Permit only the following persons and vehicles to enter fire lines:

- Ambulances;
- Police and FDNY vehicles;
- The Mayor and vehicle;
- Members of governmental agencies and their vehicles, in performance of duty;
- Employees of public service corporations and their vehicles, in the performance of emergency duties;
- Persons holding valid unexpired press credentials;
- Red Cross personnel in performance of duty.

Members of the service will record in Activity Log, relevant details surrounding the fire, including the location, time and persons displaced or injured. Prepare Complaint Report Worksheet if the fire is suspicious. Prepare Aided Report Worksheet for each injured person. Ensure premises are secure once firefighting operations have concluded.

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SUMMARY

1. Explain how to conduct interior patrols of NYCHA buildings and private buildings enrolled in the Trespass Affidavit Program (TAP).
2. Demonstrate the limits and appropriate use of the four levels of encounters under People v. DeBour in the context of interior patrols.
3. Demonstrate the proper preparation of a Trespass Crimes Fact Sheet for arrests for trespass in NYCHA or TAP buildings.
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