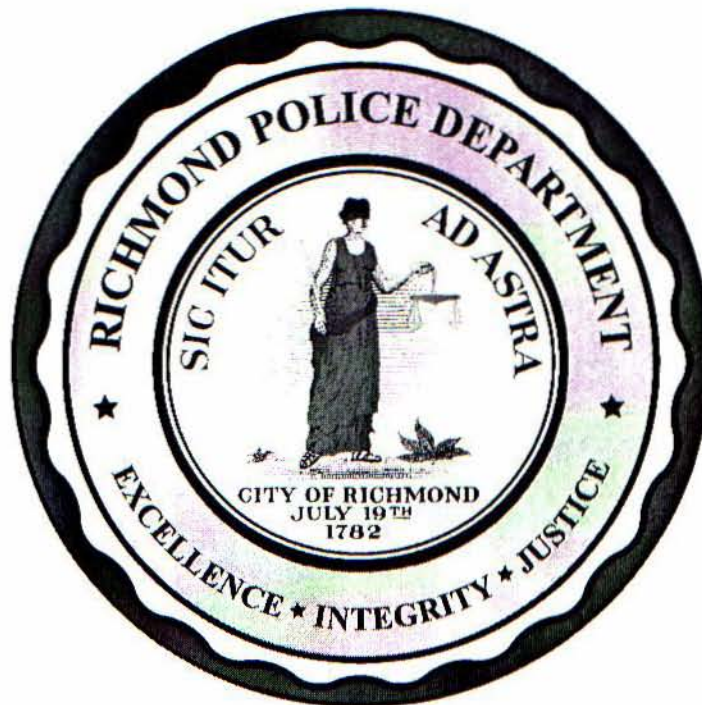


# RICHMOND POLICE DEPARTMENT



11-8

## CROWD MANAGEMENT TEAM (CMT) OPERATING MANUAL

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Chief of Police or Designee

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## **PURPOSE**

The purpose of this manual is to provide direction to the members of the Crowd Management Team (CMT). The scope of the CMT shall be understood by the team's members and department-wide.

## **POLICY**

Crowd Management Team is a dynamic, functional component of the Special Events Division specializing in crowd management. The successful resolution of crowd management incidents often requires the use of specialized personnel and equipment specifically designed to address officer safety, citizen safety, the protection of property, and tactical considerations. It is the policy of the Richmond Police Department that all incidents be resolved as quickly and effectively as possible through the use of successful crowd management techniques.

## **DEPLOYMENT**

Deployment of CMT members occurs in situations in which large crowds have formed where a propensity for violence is present and may require the use of specialized personnel. CMT personnel will be deployed as required by each specific incident. Factors that will be considered include but are not limited to:

- Estimated size of the crowd
- Propensity for violence
- Group involved
- Type of Operation
- Officer Safety

After the operational planning is complete, all logistics will be addressed for deployment – the following will be taken into account:

- Transportation
- Officer Comfort (water, weather, safety, food, rest, breaks, etc)
- Equipment management
- Type of specialized equipment needed (less lethal chemical agents, cut tools, etc)

## **PERSONNEL AND SELECTION**

The CMT is a specialized unit within the Special Events Division made up of a team of sworn officers that have been approved to take part in the unit in addition to their full-time positions within the department. The CMT is comprised of 55 sworn personnel and the structure is listed below.



- 1 – Lieutenant
- 1 – Sergeant – Executive Officer
- 4 – Sergeants – Squad Supervisors
- 1 – Training coordinator
- 48 - Officers

### *Criteria for Selection*

The selection process is designed to identify those applicants who demonstrate a capability to function efficiently and effectively during incidents involving large crowds or protests. CMT personnel shall be selected based on the following, but not limited to:

- Skills developed during the course of their duties as law enforcement officers
- The candidate must be past the initial departmental probationary period.
- Prior experience in crowd management is preferred however not required
- Willingness to be dedicated to the team concept and attend training

### *CMT Application Process*

Sworn officers who express an interest in becoming a member of the CMT shall submit a written PD – 15 “request for transfer” form through the chain of command to the OIC of the CMT. This form should illustrate the candidate’s qualifications, experience, and specialized skills.

Once the request for transfer is received by the OIC of the CMT a selection process shall be created under the direction of the Commander of the Special Events Division and approved by the Commander or designee assigned within SED (to include the homeland security unit). The selection process shall at minimum include a panel interview coordinated by the OIC of the Crowd Management Team.

Successful applicants will be selected primarily, but not exclusively, from Field Services based upon the candidate’s specific qualifications, training, experience, and ability to function as a member of the team. The OIC of the Crowd Management Team will submit selection recommendations through the chain of command to the Commander of the Special Events Division. Final approval will be made by the Chief of Police or designee.

## **SPECIALIZED EQUIPMENT**

The successful resolution of crowd management incidents often requires the use of specialized equipment specifically designed to address officer safety, citizen safety, the protection of property, and tactical considerations. Such equipment must be properly maintained. CMT personnel must attain high levels of proficiency in the use of a variety of vehicles, weapons and CMT specific equipment.

The following items are maintained by the CMT:

- Riot Shields
- Less Lethal Chemical Agents
- Cut tools
- Helmet
- Body protectors – Chest, arm, leg
- Cameras / Video
- Batons
- Gas Masks
- Mass Arrest Kit
- Flex Cuffs

Weapons and specialized equipment issued to CMT personnel shall be carried at all times and readily accessible. Additional equipment and weaponry shall be stored on the CMT equipment trailer. All CMT issued equipment shall be used or worn only during CMT training exercises, civil disturbance or disorder instances, or with the approval of the Crowd Management OIC.

#### *Equipment Inspection*

The OIC or Designee of the CMT will ensure that specialized equipment and weapons shall be inventoried and inspected on a bi-monthly basis to coincide with the assigned training dates. Such inventories and inspections will be carried out under the supervision of the CMT squad leader or assigned Sergeant. Such inventories and inspections will be carried out during training sessions and a written record will be maintained and recorded. Squad leaders shall inspect all issued equipment and uniforms of their assigned squad members at each training session.

All chemical munitions shall be managed, inspected, and maintained by a certified chemical agent instructor and will report directly to the OIC of the crowd management team. The OIC of the CMT will inspect munitions on a bi-monthly basis and deployment or usage will be recorded. The OIC of the CMT will ensure that training is conducted in the proper use of chemical munitions and other specialized devices, at least, an annual basis. This training will be documented through the completion of the PD-128 training form and maintained by the assigned training officer.

#### *Reassignment Procedures*

Officers resigning or transferring to a unit that necessitates resigning from the CMT component, shall return all equipment in good, clean, working condition to the CMT Sergeant in charge of equipment management or the equipment officer.



## **UNIFORMS**

Each member of the CMT will be issued two uniforms to include the following:

- Two (2) BDU pants
- Two (2) shirts

CMT personnel shall wear these uniforms in accordance to the following:

- One (1) uniform will be designated for training purposes
- One (1) uniform will be designated for operations

### *Reassignment Procedures*

Officers resigning or transferring to a unit that necessitates resigning from the CMT component, shall return all uniforms in good, clean, working condition to the CMT Sergeant in charge of equipment management or the equipment officer.

## **CMT TRAILER**

The CMT trailer is designated for CMT use only. This trailer is to be used for the transport and storage of CMT related equipment and weaponry for incidents where such equipment is needed. It will be stored at the Richmond Police Academy and stored in the secured garage. CMT personnel will maintain the trailer and are responsible for the maintenance and movement of this vehicle.

A listing of the stored equipment will be maintained by the Sergeant in charge of equipment management and it will be readily accessible. This will be updated as needed and should always reflect an accurate account of the stored items. The CMT trailer will be inspected and inventoried bi-annually by the OIC of the Crowd Management Team.

The following equipment shall be maintained within the CMT trailer:

- Riot Shields
- Less Lethal Chemical Agents
- Cut tools
- Helmet
- Body protectors – Chest, arm, leg
- Cameras / Video
- Batons
- Gas Masks
- Mass Arrest Kit

- Flex Cuffs

## **TRAINING**

Crowd Management Team training is designed for the affected personnel to gain and maintain proficiency with specialized equipment and tactics in an effort to foster an environment amenable to lawful protests, peaceable assembly and the maintenance of order. Through training, the CMT will achieve and maintain an acceptable level of readiness for an effective response to critical incidents.

- Each CMT squad will train at least 6 times per year, on a bi-monthly basis.
- CMT will train with the Mounted Unit on a bi-annual basis.
- The training will include
  - Operational simulations
  - Chemical agent munitions
  - Equipment
  - Deployment
  - Legal updates

### *Reporting*

The Crowd Management Team Leader or designee will ensure that a training roster is completed and maintained. This will provide a written record of attendance as well as maintain an accurate account of training provided.

The Crowd Management Team Leader will be responsible for ensuring that a post training report is compiled and maintained at the completion of each training session. These records will be forwarded to the OIC of the Crowd Management Team to be maintained for accreditation.