

DEPARTMENT GENERAL ORDER 07-12

OFFICE of the CHIEF OF POLICE
AMENDS: General Order 99-02/99-02A
SOP 300.26.03

DATE: January 12, 2007

LIABILITY PROTECTION PROGRAM

I. PURPOSE.

To provide department employees and the City with liability protection against those legal claims that may arise out of actions taken as part of the normal course of operations. This process will entail the prompt notification of the Chief of Police in regard to those incidents which may result in liability issues or otherwise generate heightened public and/or media interest.

II. DEFINITIONS.

Liability - Being subject to legal obligation; responsible or answerable.

Liability Insurance - Insurance covering the insured against losses arising from injury or damage to another person or property.

III. LIABILITY COVERAGE.

The City maintains a liability protection plan which provides a damage limit of \$1,000,000 of coverage for injury and property damage in the following general areas:

- A. Law Enforcement Liability
- B. General Liability

C. Public Officials Errors and Omissions

D. Automobile Coverage

E. Employee Benefit Liability.

The liability protection plan is currently renewed on an annual basis through the City Finance Department.

IV. NOTIFICATION REQUIREMENT.

The affected bureau commander and the Chief of Police shall be notified of each case of potential civil liability involving the department or its personnel under the following circumstances: Officers have been served with civil process as a result of the performance of their official duties; An incident has occurred where a question exists as to the department's potential liability; and finally, there are strong indications that civil action may be initiated against one or more officers or the department. Bureau commanders and the Chief of Police shall also be notified of those cases that have generated a strong media or community response, and that may or may not involve liability issues.

The types of incidents where the appropriate bureau commander and the Chief of Police should be notified include but are not limited to:

Homicide	Rape
Kidnapping	Child Molestation
Major Fire	Serious Assault
Protest	Fatal/Serious Auto Accident
Pursuit	Officer-related Use of Force
Official Corruption	Emergency Event

Notification of the command staff and Chief of Police will follow the prescribed chain of command in the most timely manner possible and may occur in person, phone, or e-mail.

BY ORDER OF:

THOMAS J. BYRNE
Chief of Police

TJBdld

CALEA Reference: 11.4.5