



California State University, Los Angeles
Department of Public Safety

NUMBER: IV-32 APPROVED: _____
Joseph Curreri, Chief of Police

EFFECTIVE:

SUPERSEDES: 5/1/2010 Reviewed/Revised: October 11, 2012

SUBJECT: **Mass Arrests**

I. PURPOSE:

The purpose of this order is to specify those procedures that are to be utilized during a Mass Arrest or Detention Event arising from an incident on the California State University Los Angeles campus.

II. POLICY:

It shall be the policy of this Department to provide specific procedures for field and support personnel regarding the safe and efficient arrest, detention and processing of subjects for various offenses when the number of subjects detained is extraordinarily high.

III. DEFINITIONS:

- A. Arrest. To deprive a person of his/her liberty by legal authority
- B. Arresting Officer. A sworn law enforcement officer who takes a person into custody, with or without a warrant.
- C. Booking. A procedure for admitting to a holding facility a person charged with an offense; includes searching, fingerprinting, photographing, medical screening, collecting personal history data, and inventorying and storing a person's property.
- D. Civil Disturbance. Situations that include riots, disorders, and violence arising from dissident gatherings and marches, rock concerts, political conventions, and labor disputes.
- E. Criminal Process. Those writs, summonses, mandates, warrants, or other process issuing from a court of law compelling a person to answer for a crime. The term also includes process issued to aid in crime detection or suppression, such as search warrants.
- F. Custody. Legal or physical control of a person in an area or facility or while in transit; legal, supervisory, or physical responsibility for a person.
- G. Unusual Occurrence. Situations, generally of an emergency nature, that result from natural or man-made disasters, or civil disturbances.

IV. PROCEDURES:

A. Arrest Procedures.

1. The basic concept of the Mass Arrest/Detention Procedure is that a specialized group of officers working together during large-scale arrests at major events be primarily responsible for all aspects of the arrest process. This includes from the point of arrest, to release to another detention facility-agency, or via other legal protocol. By doing so, the chain of identification is not broken and officers managing the event will not be taken from their primary assignments, thus weakening the overall deployment.
2. Notification Requirements.
 - a. If they are not already on scene, the Event Supervisor shall notify the Chief of Police, **the Lieutenant**, and the on-duty Command Officer.
 - b. The Public Affairs Director will be notified and media relations will be handled per General Order 1-9.
 - Press releases will be handled by Public Affairs, with assistance from the Chief of Police or his/her designee.
 - Media representatives will be provided a gathering point in major incidents.
 - Copies of all press releases will be included in official department files.
 - c. Timely notice shall be given to all involved agencies of impending major public events where the possibility of mass arrests exists.
 - d. The Chief of Police or his/her designee shall ensure that such information is provided so the associate agencies can prepare their own resources in support of our anticipated event and activities.
 - e. Notifications shall include **Area C Agencies, the** Los Angeles Police Department and the Los Angeles County Sheriff's Department.
3. Arrest Groups shall consists of the following staff (a total minimum staff of 14 is required):
 - a. Arrest group leader;
 - b. Two (or more) officer arrest teams;
 - c. One photographer;
 - d. A booking recordation officer;
 - e. One or more two-officer transportation teams;
 - f. Two or more receiving officers at the designated booking/detention facility; and

- g. A Videographer.
4. Arrest Groups shall have the following equipment:
 - a. Two Polaroid or digital cameras;
 - b. One or more transportation vehicles; and
 - c. A Field Arrest Packet.
 5. Pre-planning Process.
 - a. When a large scale event dictates consideration of mass arrests, the Event Supervisor shall confer with the on-duty Command Officer and Sergeants on site to determine the approximate number of potential arrestees, and assess an individual and group temperament of those individuals, focusing upon any identified agitators. Upon arriving at that figure, and the key persons, the on-duty Command Officer shall configure his arrest teams of a size that will enable those officers to take custody of the individuals safely.
 - b. Videotape of the incident areas will provide an opportunity to later identify other suspects.
 - c. The on-duty Command Officer shall pre-arrange the event deployment to allow for a swift implementation of officers from a variety of locations from within the event, as well as directing available field units supplied by the patrol watch commander.
 - d. If numerous arrests are considered prior to the event, the on-duty Command Officer shall assure that the necessary transportation unit(s) are immediately available to the event facility with drivers.
 - e. Should the mass arrests exhaust deployed officers on campus, the on-duty Command Officer shall request off-campus mutual aid resources called upon for standby prior to the event. Transportation units also will be equipped with drivers. Mutual aid requests from outside agencies will be handled through notification to Los Angeles County Sheriff's Department and Los Angeles Police Department.
 6. General Arrest Guidelines.
 - a. When possible, all arrests, once ordered by the on-duty Command Officer or his designee, should be made by an event manager, police sergeant, and arrest team members, so event officers may remain at their assigned posts.
 - b. When the nature of the offense requires the immediate intervention and arrest by an event officer, an arrest team shall assume custody

of that arrestee and these procedures shall be resumed as soon as possible.

- c. Arrest teams shall make arrests for specific violations of the law.
 - d. When the Event Supervisor or Command Officer makes the determination that a multiple arrest is to be made:
 - 1) He/she shall request the assistance of specially equipped officers assigned as arrest teams.
 - 2) He/she shall request the dispatch for sufficient transportation units to the location that will facilitate the most expeditious removal of the arrestees from the event, informing these units of:
 - The number to be transported;
 - The location of arrest and best route of access;
 - The name of the group (if any) upon which the arrests are to be made; and
 - The location at which transport vehicles should meet with arrest teams.
 - e. He/she shall physically isolate those to be arrested from sympathizers and other demonstrators, using squads of officers and terrain features so that the arrest process can proceed deliberately and without danger to the officers.
 - f. If necessary, a perimeter should be made around transportation units until they leave with the prisoners.
 - g. Photographs of the arrestees shall be completed during the field pre-booking at the field facility.
7. Juvenile Arrests – If a large number of juvenile arrests are expected, the event supervisor will notify Juvenile Intake prior to the event, and provide the available intelligence information necessary to make the assessment of the impending arrests.
 8. After the demonstrators have been isolated and contained, the designated arrest sergeant and event management representative will physically arrest individuals and physically control and move them through the isolated area to awaiting transportation unit(s). They will then, after securing a full load of arrestees, deliver them to the field booking facility.
 9. The number of officers needed to handle each arrestee shall be determined by the following factors:
 - a. The number of arrestees; and
 - b. The amount of cooperation or resistance they offer.

10. Processing and Transportation of Arrestees.
 - a. Arrestees will be taken into custody by arrest teams.
 - b. Arrest team officers shall deliver arrestee to awaiting transportation officers and unit.
 - c. If time constraints exist, transportation officers shall assist arrest team members with the completing of the arrest information and securing of any evidence.
 - d. The arrestee shall then be taken to the field arrest facility where he/she will be processed for the most immediately available release with consideration to the severity of the offense, condition of the arrestee and expected conclusion of the event.
 - e. A personal property arrest envelope shall be used for holding personal items belonging to the arrestee, such as cash or other valuables.
 - f. The arrestee and the arrest team member shall be photographed together, and the photograph shall be attached to the exterior of the arrest envelope. If necessary, transportation officers will provide the arrest team members with a new supply of restraints for future arrests.
 - g. The arrest team will have its photograph taken with the arrestee prior to loading the arrestee onto the transportation unit. This photograph will then accompany the arrestee to the field booking facility, and be retained with booking records until the arrest team prepares the report.
 - h. Each arrest team squad leader shall assure that each person arrested or detained by a member of his/her squad is photographed along with that member by the Event Photo Officer (Team).
 - i. Each arrestee or detainee will be the subject of two Polaroid or digital photos.
 - 1) Arresting officer(s) shall sign the back of the field photo.
 - 2) At the field booking facility, the Custody Officer (s) shall maintain the second photograph, until release of the suspect.
 - j. Arrestees shall be handcuffed either by department field arrest handcuffs or by the use of flex cuffs, behind the back, unless physical abnormalities or other conditions warrant a modified physical restraint of the suspect.
 - k. Arresting officers shall be responsible for the initial "Pat Down" search of the arrestee prior to releasing the arrestee to the

transportation officers. The transportation and field-booking officers at the field booking facility shall perform booking searches and removal of personal belongings and property jointly.

- l. Large items such as backpacks shall be retained for safekeeping until the arrestee's release, (tagged and logged in accordance with evidence/property procedures).
- m. Juveniles who are arrested shall be photographed and handcuffed in the same manner as adults.
- n. Juveniles, who are in the company of adults who are being arrested, shall be transported separately to the Public Safety Department, where they will be supervised until a responsible adult family member or other legal guardian arrives and takes custody of the juvenile; unless a responsible adult is available at the scene at the time of arrest.
 - 1) Officers are reminded of the immediacy of exhausting event resources when an adult with exceptionally young children is to be arrested.
 - 2) Such an arrest may be detrimental to event deployment if there is a likelihood that other family or adult guardians will not be available to assume custody of the child.
 - 3) In cases such as these, an adult arrestee may be considered for an expedited processing and release either via CPC 849b or on his or her own recognizance.
- o. An arrestee can be released via one of the following ways:
 - 1) Notice to Appear (citation).
 - 2) Pursuant to CPC 849 (B) 1 or 2.
 - 3) To the custody of County Jail.
 - 4) To the custody of Juvenile Intake (if a juvenile).
 - 5) To a parent or legal guardian (if a juvenile).
 - 6) To a medical facility, after completion of a citation or CPC 849(b).
- p. Prior to release, all persons taken into custody shall be the subjects of a standard department records check to determine if additional wants for the arrestee exists.

B. Confinement and Detention Facilities.

1. At the scene of a mass arrest situation, the on-duty Command Officer shall establish a secure Field Pre-Booking Facility.
2. The facilities to be considered include gymnasium, the tennis courts, the baseball field, and any other large area that provides a secure zone.
3. The secure location shall provide for:

- a. Immediate locale to all areas of the campus;
 - b. Sufficient room for appropriate segregation of gender, age and offense (male/female, juvenile/adult, violent/non-violent);
 - c. Ease to access and regress from the facility, and for detention officers to monitor detainees;
 - d. Accessibility to the University Public Safety Building.
4. The transportation officer will transport all arrestees to a processing facility as pre-determined by the event supervisor.
 5. Assigned Field Booking Facility Officers shall perform bookings or citation releases.
 6. Citations:
 - a. If fewer than 250 persons are cited per day, the persons shall be cited to appear 30 days later, in groups of 25.
 - b. If more than 250 persons are cited per day, as many as 50 persons shall be cited per day, in accordance with section (1).
 - c. Citations will be issued according to Department policy, and pursuant to Court stipulations.
 - d. Juveniles shall be released via current required formats, which shall include all Juvenile Court mandated forms.
 7. Juveniles.
 - a. If an exceptionally large number of juveniles are considered for arrest, the Incident Commander shall contact the Juvenile Intake and advise of the number of juveniles who will be considered for transportation due to lack of available legal guardians, or the severity of the offense.
 - b. Juveniles will be segregated from adults as well as opposite sex arrestees at the field booking facility.
 - c. Departmental processing shall be the same as adults.
 - d. Once processed, all juveniles who can be released at the Department of Public Safety shall be released when their legal guardians arrive. Those juveniles who must be transported shall be released as soon as available personnel are identified and assigned by the event supervisor.
 8. Food, water, sanitation, and medical treatment.
 - a. Arrestees will be afforded the opportunity to utilize restroom facilities, if needed, but they must be escorted.
 - Use of building facilities near the temporary holding area shall be the first consideration.

- Movement or transfer of arrested individuals to a detention center should also be considered.
- b. Because of the short duration of detention, providing for food should not be necessary. Arrestees will be provided water, if requested. In operations lasting beyond two hours, consideration will be given to providing field water locations utilizing supplies and equipment available for Emergency Management (EOC Storage).
 - c. Medical treatment.
 - Any person injured or complaining of an injury shall be afforded medical treatment.
 - Depending on type of injury, medical assistance shall be sought via paramedics by contact with Dispatch.
 - Documentation of all injuries shall be made by a supplemental report.
- C. Evidence Collection.
1. Any evidence collected shall be handled in the appropriate manner as outlined within the departmental written directive system.
 2. An evidence envelope will be completed on any evidence collected. If the evidence is collected from an arrestee, full identifying information of source, as well as the location collected will be provided.
 3. A temporary storage facility, if necessary, may be established to secure evidence. This fact shall be included in the written report.
 4. Photography or video of the crowd or incident area(s) will be done prior to beginning mass arrests whenever possible to facilitate identification. Tapes or digital data shall be packaged as evidence.
- D. Security.
1. Perimeter and scene.
 - a. Officers shall be assigned security responsibilities in the area effected by the action.
 - b. The perimeter shall be controlled in such a manner to limit access and prevent escalation.
 - c. Outside support departments will be the first consideration in handling perimeter assignments – leaving the actual arrests to department personnel.
 2. Detention Facilities.

- a. Temporary detention facilities shall be secured by personnel who can observe holding areas. Arrestees shall not be placed in area where observation is limited.
- b. Arrestees shall be released or transported to other detention facilities as soon as possible to limit problems.
- c. If possible, video taping of the temporary detention area can be conducted.

E. Identification of arrestees.

1. Arrestees who are unable to offer, or are unwilling to offer satisfactory evidence of their identity, may be forwarded to County Jail for identification through the CAL-ID Network. The need for this routing will be determined by the booking facility supervisor.
2. Proper identification will be sought from all arrestees.
3. Photographs of every arrested person will be taken – a copy will be maintained by the department

F. Defense Counsel visits.

1. Because arrestees will be expeditiously released or transferred, no stipulations for visits with defense attorneys need to be made.
2. Defense attorneys may be provided the department case number and information related to where the arrestee will be transported.

G. Court and Prosecutorial Liaison.

1. The Department's Investigations Unit will maintain liaison with the prosecutors and courts in the event of a mass arrest situation.
2. An investigator will be assigned responsibility for filing any charges and providing evidence and information related to the case.

H. Event Incident Report

1. A written Incident Report shall be completed by the event supervisor who will confer with event sergeant section leaders, arrest team squad leaders, transportation officers, and the field booking facility supervisor prior to completing the report.
2. The report shall include the incidents facilitating arrests, the individuals arrested and disposition and the amount of resources required from this Department and outside agencies.
3. This Major Incident Report will then be forwarded to the Chief for review.

I. Interagency Agreements.

1. No formal interagency agreements exist for the handling of mass arrest incidents.
2. Timely notice shall be given to all involved agencies of impending major public events where the possibility of mass arrests exists. The notice should be given as early as early as possible.
3. The Chief of Police or his/her designee shall ensure that such information is provided so the associate agencies can prepare their own resources in support of our anticipated event and activities.
4. Notifications shall include Los Angeles Police Department and the Los Angeles County Sheriff's Department.
5. The policy from the California State University System-wide related to Mutual Aid and the Critical Response Unit will be utilized when appropriate.
 - a. The Critical Response Unit from the southern campuses will be utilized first, with additional resources sought from the northern when necessary.
 - b. The intent of the actions taken in response to mass arrest, dependant on time factors, is to be self-supported by using campus resources, then system resources, and (if necessary) regional agencies.

V. APPENDICES: None.