

## Special Weapons and Tactics - SWAT

### 404.1 PURPOSE AND SCOPE

This policy provides guidelines for the specialized support of the Gallatin Valley Special Weapons and Tactics (SWAT) team in handling critical field operations where special tactical deployment methods or intense negotiations are beyond the capacity of field officers.

#### 404.1.1 DEFINITIONS

Definitions related to this policy include:

**Negotiation team** - Designated officers, including those in a multijurisdictional team, who are specifically trained and equipped to provide skilled verbal communications to de-escalate or effect surrender in situations where suspects have taken hostages or barricaded themselves or are suicidal.

**Tactical team** - Designated officers, including those in a multijurisdictional team, who are specifically trained and equipped to resolve critical incidents that are so hazardous, complex or unusual that they may exceed the capabilities of first responders or investigators. This includes, but is not limited to, hostage taking, barricaded suspects, snipers, terrorist acts and other high-risk incidents. As a matter of department policy, a tactical team may also be used to serve high-risk warrants, both search and arrest, where public and officer safety issues necessitate such use.

### 404.2 POLICY

It shall be the policy of the Bozeman Police Department to maintain a SWAT team in partnership with the Gallatin County Sheriff's Office and the Belgrade Police Department, either internally or through participation in a regional team, composed of negotiation and tactical teams, and to provide the equipment, manpower and training necessary to maintain such teams. The SWAT team should develop sufficient resources to perform three basic operational functions:

- (a) Command and control
- (b) Containment
- (c) Entry/apprehension/rescue

### 404.3 CAPABILITIES

This Department acknowledges that training needs may vary based on the experience level of team members, team administrators and potential incident commanders. Therefore, with the preservation of innocent human life being paramount, nothing in this policy shall prohibit individual teams from responding to a situation that exceeds their training level due to the exigency of the circumstances.

### 404.4 MANAGEMENT AND SUPERVISION

Under the direction of the Chief of Police and in conjunction with the Gallatin County Sheriff, the SWAT team shall be managed by the appointed SWAT Commander.

# Bozeman Police Department

## Policy Manual

### *Special Weapons and Tactics - SWAT*

---

#### 404.4.1 TEAM LEADERS

The negotiation team and tactical team will be under the direction of designated team leaders, who shall be selected by the Chief of Police or designee, upon specific recommendation by command staff and the SWAT Commander.

The primary responsibility of the team leaders is to oversee the operation of their teams, which includes deployment, training, first-line supervisor participation and other duties as directed by the SWAT Commander.

Assistant team leaders will be selected by the SWAT Commander upon specific recommendation by command staff and current team leaders.

#### **404.5 READINESS**

An operational readiness assessment should be conducted to determine the type and extent of SWAT team missions and operations appropriate to this Department. The assessment should consider the capabilities, training and limitations of the SWAT team and should be reviewed annually by the SWAT Commander or the authorized designee.

##### 404.5.1 EQUIPMENT INSPECTIONS

The SWAT Commander shall appoint a team member to perform operational readiness inspections of all SWAT team equipment at least quarterly. The result of the inspection will be forwarded to the SWAT Commander in writing. The inspections will include personal equipment issued to members of the SWAT team, operational equipment maintained in the SWAT team facility and equipment maintained or used in SWAT team vehicles.

##### 404.5.2 MULTIJURISDICTIONAL OPERATIONS

The SWAT team, including any relevant specialized teams and supporting resources, should develop protocols, agreements, memorandums of understanding (MOUs) or working relationships to support multijurisdictional or regional responses.

- (a) If it is anticipated that multijurisdictional SWAT team operations will regularly be conducted, multi-agency and multidisciplinary joint training exercises should occur.
- (b) Members of the Bozeman Police Department SWAT team shall operate under the policies, procedures and command of the Bozeman Police Department when working in a multi-agency situation.

#### **404.6 PROCEDURES**

Situations that necessitate the need for a SWAT team response vary greatly from incident to incident and often demand on-scene evaluation. The guidelines allow for appropriate on-scene decision-making and development of organizational and operational procedures.

##### 404.6.1 ORGANIZATIONAL PROCEDURES

The Department shall develop a separate written set of organizational procedures that should address, at a minimum:

- (a) Specific missions the SWAT team is capable of performing.

## *Special Weapons and Tactics - SWAT*

---

- (b) SWAT team organization and function.
- (c) Member selection, retention and termination criteria.
- (d) Training and required competencies, including record production and retention.
- (e) Procedures for notification, activation, deactivation and deployment.
- (f) Command and control issues, including a clearly defined command structure and dedicated lines of communication.
- (g) Multi-agency response.
- (h) Out-of-jurisdiction response.
- (i) Specialized functions and supporting resources.

### 404.6.2 OPERATIONAL PROCEDURES

The Department shall develop a separate written set of operational procedures in accordance with the determination of the SWAT team's level of capability, using sound risk-reduction practices. The operational procedures should be patterned after the National Tactical Officers Association's (NTOA) SWAT Standard for Law Enforcement Agencies. Because such procedures are specific to SWAT team members and outline negotiation, tactical and officer safety issues, they are not included within this policy.

The operational procedures should include, at a minimum:

- (a) Designation of members who are responsible for developing an operational or tactical plan prior to, and/or during SWAT team operations (time permitting).
  - 1. All SWAT team members should have an understanding of operational planning.
  - 2. SWAT team training should include planning for both spontaneous and planned events.
  - 3. SWAT team planning should incorporate medical emergency contingency plans as part of the SWAT team operational plan.
- (b) Plans for mission briefings conducted prior to an operation, unless circumstances require immediate deployment.
  - 1. When possible, briefings should include the specialized teams, certified tactical dispatchers and other supporting personnel.
- (c) Protocols for a sustained operation to be developed that may include relief, rotation of members and augmentation of personnel and resources.
- (d) A generic checklist to be worked through prior to initiating a tactical action as a means of conducting a threat assessment to determine the appropriate response and resources necessary, including the use of the SWAT team.
- (e) Roles for the negotiations team and negotiators.
- (f) A standard method of determining whether a warrant should be regarded as high risk.

# Bozeman Police Department

## Policy Manual

### *Special Weapons and Tactics - SWAT*

---

- (g) A method for deciding how best to serve a high-risk warrant with all reasonably foreseeable alternatives being reviewed in accordance with risk/benefit criteria prior to selecting the method of response.
- (h) Protocols for post-incident scene management, including:
  - 1. Documentation of the incident.
  - 2. Transition to investigations and/or other divisions.
  - 3. Debriefing after every deployment of the SWAT team.
    - (a) After-action team debriefing provides evaluation and analysis of critical incidents, affords the opportunity for individual and team assessments, helps to identify training needs and reinforces sound risk management practices.
    - (b) Such debriefing should not be conducted until involved members have had the opportunity to individually complete necessary reports or provide formal statements.
    - (c) In order to maintain candor and a meaningful exchange, debriefing will not be recorded.
    - (d) When appropriate, debriefing should include specialized teams and supporting or assisting personnel.
- (i) A sound risk management analysis.
- (j) Standardization of equipment deployed.

#### **404.7 OPERATIONAL GUIDELINES**

The following are guidelines for the operational deployment of the SWAT team. Generally, the tactical team and the negotiation team will be activated together. It is recognized, however, that the teams can be activated independently as circumstances dictate. The tactical team may be used in a situation not requiring the physical presence of the negotiation team, such as warrant service operations. The negotiation team may be used in a situation not requiring the physical presence of the tactical team, such as handling a suicidal person. Operational deployment of the specialized teams shall be at the discretion of the SWAT Commander.

##### **404.7.1 APPROPRIATE USE**

Incidents that may result in the activation of the SWAT team include:

- (a) Barricaded suspects who refuse an order to surrender.
- (b) Incidents where hostages are taken.
- (c) Individuals who are threatening suicide and have refused to surrender, and pose an immediate risk to others.
- (d) Arrests of potentially armed or dangerous persons.
- (e) Any situation that could threaten or undermine the ability of the Department to preserve life, maintain social order and ensure the protection of persons or property.

# Bozeman Police Department

## Policy Manual

### *Special Weapons and Tactics - SWAT*

---

Requests by field personnel for assistance from crisis response units from another agency must be approved by the Shift Supervisor. Deployment of the Gallatin Valley SWAT team in response to requests by other agencies must be authorized by the Chief of Police or designee.

#### 404.7.2 ON-SCENE DETERMINATION AND NOTIFICATION

The Incident Commander will assess whether the SWAT team is needed.

The Incident Commander or the authorized designee will give the SWAT Commander a CAN report.

- (a) Conditions
- (b) Action
- (c) Needs

The SWAT Commander or team supervisor shall then follow current call-out procedures.

#### 404.7.3 ON-SCENE COMMAND RESPONSIBILITIES

The Incident Commander retains full responsibility of the scene. The SWAT Commander or the authorized designee will be responsible for the tactical response and negotiations. The SWAT Commander or authorized designee works for the Incident Commander.

### **404.8 TACTICAL TEAM ADMINISTRATIVE GUIDELINES**

The following procedures serve as directives for the administrative operation of the SWAT team.

#### 404.8.1 SELECTION OF TACTICAL MEMBERS

The SWAT Commander and members will establish selection criteria for new members. The criteria will be shared with the Bozeman Police Department command staff. The SWAT Commander shall submit recommendations to the command staff for final selection.

#### 404.8.2 TACTICAL TRAINING

Training shall be coordinated by the SWAT Commander or their designee. Qualifications and standards established by the SWAT team will be maintained and recorded.

#### 404.8.3 TACTICAL TEAM EVALUATION

Continual evaluation of a team member's performance shall be conducted by the SWAT team leaders. The performance will be met and maintained by all tactical team members. Any member of the tactical team who performs or functions at a level less than satisfactory shall be subject to dismissal from the team.

### **404.9 NEGOTIATION TEAM ADMINISTRATIVE GUIDELINES**

The negotiation team has been established to provide skilled verbal communicators who will attempt to de-escalate and effect surrender.

# Bozeman Police Department

## Policy Manual

### *Special Weapons and Tactics - SWAT*

---

#### 404.9.1 SELECTION OF NEGOTIATION MEMBERS

Current negotiators will establish selection criteria for new members. The criteria will be shared with the Bozeman Police Department command staff. The Negotiators shall submit recommendations to the command staff for final selection.

#### 404.9.2 NEGOTIATION TRAINING

The Negotiator team leader will establish qualifications and standards for team members. Training records will be maintained and recorded per agency standards.

#### 404.9.3 NEGOTIATION TEAM EVALUATION

Continual evaluation of a team member's performance shall be conducted by the team leader. Performance standards will be met and maintained by all team members. Any member of the negotiation team who performs or functions at a level less than satisfactory shall be subject to dismissal from the team.

### **404.10 UNIFORMS AND EQUIPMENT**

SWAT team members from this department should wear uniforms that clearly identify them as law enforcement members. It is recognized that certain tactical conditions may require covert movement. Attire may be selected that is appropriate to the specific mission.

#### 404.10.1 EQUIPMENT

SWAT team members from this department should be adequately equipped to meet the specific missions identified by the Department.

#### 404.10.2 FIREARMS

Weapons and equipment used by the SWAT team and any supporting resources shall be Department approved, including any modifications, additions or attachments.

### **404.11 TRAINING**

The SWAT Commander shall conduct an annual SWAT team training needs assessment to ensure that training correlates to the team's capabilities and department policy.

#### 404.11.1 TRAINING SAFETY

Use of a designated safety officer should be considered for all tactical training.

#### 404.11.2 INITIAL TRAINING

Tactical team members must complete a basic SWAT course or its equivalent that has been approved by this Department.

(a) To avoid unnecessary or redundant training, previous training completed by members may be considered equivalent when the hours and content or topics meet or exceed requirements determined by the Department.

(b) Untrained members may be used in a support or training capacity.

# Bozeman Police Department

## Policy Manual

### *Special Weapons and Tactics - SWAT*

---

Negotiators must complete Crisis Intervention Training (CIT), a basic negotiator course or its equivalent that has been approved by the department..

(a) To avoid unnecessary or redundant training, previous training completed by members may be considered equivalent when the hours and content or topics meet or exceed requirements determined by the Bozeman Police Department.

(b) Untrained members may be used in a support or training capacity.

#### 404.11.3 MANAGEMENT TRAINING

Command and executive personnel are encouraged to attend training for managing SWAT team functions at the organizational level. This is to ensure that those who provide active oversight at the scene understand the purpose and capabilities of these specialized teams.

#### 404.11.4 TRAINING DOCUMENTATION

Individual and team training shall be documented by the SWAT team training coordinator and records maintained by the Training Sergeant. Such documentation shall be maintained in each member's training file. A separate SWAT department training file shall be maintained with documentation and records of all team training.