

	<b>STANDARD OPERATING PROCEDURE</b> <small>State Form 39870(R/S-06)</small>	<small>Reference Number</small> <b>ENF-034</b>
	<small>Subject</small> <b>Departmental Request for Assistance from Federal and State Agencies</b>	
	<small>Special Instructions</small> <b>Replaces ENF-027 dated January 1, 2012</b>	<small>Effective Date</small> <b>January 15, 2015</b>

**I. PURPOSE**

Establish guidelines for the Department to make notification to federal agencies or request assistance from other state agencies.

**II. POLICY**

Due to the nature of certain incidents, the Department may be required to make notification to and request the assistance of certain federal agencies. Assistance from another state agency may be requested as needed, when the capabilities of the Department are exceeded, or when mandated by law.

**III. PROCEDURE**

A. Notification shall be made to the appropriate federal agencies (i.e. the Federal Bureau of Investigation (FBI), Federal Aviation Administration (FAA), etc.) and the Indiana Intelligence Fusion Center (I.I.F.C.) for incidents such as:

1. Bank robberies;
2. Aircraft crashes;
3. Civil disorders;
4. Hostage incidents;
5. Acts of terrorism; and
6. Nuclear, biological, or chemical incidents.

B. When deemed necessary, a commander may directly notify the FBI, FAA, or any other appropriate federal agency.

C. Once the commander has notified the appropriate federal agency, notification shall be initiated, through the chain of command, to include Operations and the I.I.F.C.

D. In any emergency, current/existing public disaster, domestic violence, or if reasonable grounds exist to believe that there is ‘imminent danger’ of such an occurrence may require the assistance of the Indiana National Guard, Indiana Department of Homeland Security (IDHS), or any other state agency. Commanders shall forward, by email or telephone the following information through channels to include Operations and on to the Superintendent for determination:

1. Type of civil disorder, e.g., labor dispute, racial incident, scheduled public event, etc;
2. If a scheduled public event is involved, a statement of whether the danger is so imminent as to justify the cancellation of the event;

3. Estimated number of persons involved in the current or anticipated civil disorder;
  4. Identity of persons and/or organizations expected to lead/leading or inciting such disturbance and the extent of organization, if known.
  5. General area where it is believed the disorder will occur and the anticipated date and time of occurrence.
  6. A statement of whether or not similar events or occurrences in the past have resulted in civil disorder; and
  7. The total number of state, county, and local law enforcement officers available and committed to meet this imminent danger and a statement of why this force is believed to be inadequate.
- E. This procedure is to be used in conjunction with all relevant Department regulations, rules, policies, and procedures.