

# DALTON POLICE DEPARTMENT

	<i>Effective Date</i> <b>January 27, 2004</b>	<i>Number</i> <b>GO04-7.2</b>
<i>Subject</i> <b>Robbery or Burglar Alarm Procedures</b>		
<i>Reference</i> <b>CALEA Standard – 81.2.12</b>		<i>Revised</i> <b>March 27, 2018 May 26, 2020</b>
<i>Distribution</i> <b>All Personnel</b>	<i>Re-evaluation Date</i> <b>March 2020 May 2022</b>	<i>No. Pages</i> <b>3</b>

## I. Policy

Armed robbery and burglary are serious crimes that pose serious risks to citizens and Officers. Officers ~~will~~ shall respond to reports of these crimes with urgency in order to maximize safety for employees, bystanders, and Officers and to enhance the probability of arrest.

## II. Procedures

### A. Burglar Alarm ~~—Normal~~ Response

1. When burglar alarms are received, the Whitfield County 911 Center shall advise the location of the alarm and dispatch two (2) units to respond.

~~Dispatch will notify the location and on-duty Officers of the situation;~~

- ~~1. Two (2) units will respond to the scene;~~
- ~~1. Responding Officers will identify themselves and their agency, and determine whether there is a problem.~~
2. Responding Officers ~~will~~ shall not delay their response to burglar alarm calls but should not respond in “emergency mode” unless there is a significant probability that the crime is in progress.
3. If possible, ~~dispatch~~ the Whitfield County 911 Center shall ~~will~~ keep in contact with persons at the location ~~on the phone~~ or ~~stay in contact~~ with the notifying party.
4. Responding Officers shall notify the Whitfield County 911 Center of their arrival, park away from the location, and approach on foot.

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5. Officers shall attempt to determine if a crime is occurring or has already occurred. Part of this process, in most cases, shall include an inspection of the structure's exterior doors, windows, fences, etc.

B. Robbery Alarm ~~Procedure~~—~~Robbery in progress~~ Response

~~The Dalton Police Department response to reported robberies will follow these guidelines:~~

1. When robbery alarms are received, the Whitfield County 911 Center shall advise the location of the alarm and dispatch two (2) units to respond.
2. ~~Units should~~ Responding Officers shall not delay their response to robbery alarm calls and should, in most cases, respond to the scene in emergency mode by activating emergency lights and siren until within sight or sound of the location.
3. Responding units ~~should~~ shall consider the following responsibilities:
  - a. The first unit at the scene should observe the most logical point of escape.
  - b. Secondary responding units should observe other points of escape.
  - c. Other responding units should remain an appropriate distance from the scene to assist any other units in possibly stopping ~~the a~~ suspect vehicle or searching for suspects on foot. ~~if escaping by motor vehicle.~~
  - d. Shotguns or rifles are recommended for deployment on these types of calls.
4. Responding Officers shall request that the Whitfield County 911 Center attempt to make telephone contact with someone at the location of the alarm. Upon making contact, the dispatcher shall attempt to ascertain if a robbery is in progress, a robbery has already occurred, or the alarm was accidentally activated.
- ~~4. Rapidly evolving circumstances may require an altered response as deemed by a Supervisor.~~
- ~~5. Shotguns or rifles are recommended on these types of calls.~~
- ~~6. If dispatch the Whitfield County 911 Center establishes communication by telephone, the location person contacted will be told to stay on the phone. The dispatcher will also attempt to determine if the suspects have actually left the building or scene, and if so, how long they have been gone and any other important facts.~~
5. Upon arrival at the robbery location, Officers ~~should~~ shall attempt to remain

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hidden from view until the dispatcher can confirm ~~that~~ the status of the situation. ~~robber has left the premises. Many businesses including most banks train employees to get armed robbers out of the facility quickly and to lock the doors behind the subject(s) in order to prevent re-entry and reduce the potential for hostage situations. Officers may approach the building if there is a visible notice on the entrance indicating that the suspect has left the scene.~~

6. For accidental activations of a robbery alarm, the dispatcher shall obtain a description and instruct an employee or other responsible person to step outside the building to speak with Officers. Officers may consider entering the structure with the employee or other responsible person to check on the welfare of anyone else inside.
7. If the Whitfield County 911 Center is unable to make telephone contact with anyone at the location, Officers shall treat the situation as if a robbery is in progress.

C. Robbery – In-progress or Already Occurred

1. Rapidly evolving circumstances may require an altered response as deemed necessary by a Supervisor.
2. If the Whitfield County 911 Center establishes communication by telephone, the person contacted shall be told to stay on the phone. The dispatcher will also attempt to determine if the suspects have actually left the building or scene, and if so, how long they have been gone and any other important facts.
3. Many businesses, including most banks, train employees to get armed robbers out of the facility quickly and to lock the doors behind the subject(s) in order to prevent re-entry and to reduce the potential for hostage situations. Officers may approach the structure if there is a visible notice on the entrance indicating that the suspect(s) has left the scene.
4. If no notice is visible, Officers ~~will~~ shall not approach or enter the building until instructed to do so by an employee or a dispatcher that is communicating with employees. If dispatch can determine by phone that the scene is safe and secure, then dispatch ~~will~~ shall request that an employee or other responsible person exit the building and meet an Officer to provide further details for ~~initial~~ the preliminary investigation ~~/inquiry~~.
5. Officers should keep in mind that they may encounter situations in which communication cannot be established with anyone inside the building due to the employees or other persons being restrained by the suspect(s) or other extenuating circumstances.
6. No attempt ~~will~~ shall be made to arrest ~~individuals~~ suspects until they have left the building, unless exigent circumstances, such as an active shooter situation, necessitate immediate action.

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7. Officers arriving at the location ~~will~~ shall be responsible for:
  - a. Securing the crime scene, including all possible exits
  - b. Identifying and obtaining information from witnesses
  - c. Informing other Officers of information as it becomes available

~~Responding Officers should remember that suspects may have left the scene and employees may be unable to communicate with the Officers.~~

8. Responding Officers ~~will~~ shall immediately determine whether the suspect(s) left in a vehicle or on foot. If a vehicle was used, Officers will obtain a description, direction of travel and occupant information. This information ~~will~~ shall be given to the ~~dispatcher~~ Whitfield County 911 Center for immediate broadcast.
9. If Officers determine that the scene has developed into a barricaded person or hostage situation, the guidelines in policy GO12-6.3, All Hazards Plan, shall be followed.

*This policy supersedes any previous policies issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

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