

**MARIN COUNTY SHERIFF'S OFFICE
PATROL PROCEDURES MANUAL**

**CHAPTER 10 – ADMINISTRATION
PAT-10-02
Page 1 of 2**

**DATE
December 9, 2002**

MUTUAL ASSISTANCE – AGENCIES WITHIN MARIN COUNTY

POLICY

Situations may arise requiring immediate service or assistance within other jurisdictions. It is the policy of this department to render all requested aid to other agencies within Marin County as requested and appropriate to the circumstance.

DEFINITION

Mutual Assistance is a request by a local public safety agency for assistance from the Sheriff's Office to support or handle a specific incident for which the local agency needs additional resources. Mutual Assistance is not equivalent to Mutual Aid.

PROCEDURE

COMMUNICATION DIVISION'S RESPONSIBILITY

When an outside agency requests aid from the Sheriff's Office in covering an incident, our department will take appropriate action.

- The dispatcher shall take the necessary information as he/she would in an ordinary call for Sheriff's service, and the dispatcher shall, with the approval of the Watch Commander, send available personnel to handle the situation.
- The dispatcher taking the call shall notify the Patrol Division Watch Commander, listing the Departmental units that were sent.
- In the absence of the Watch Commander, Communications shall inform the Sergeant on duty. If the Sergeant requests the Watch Commander to be notified, it shall be done without delay.

When a citizen calls the Sheriff's Office reporting an incident outside of our jurisdiction, the dispatcher shall obtain all the pertinent data and transmit this information to the appropriate agency's communication system. If that agency in return requests assistance, our department will comply.

THE OFFICER'S RESPONSIBILITY

Officers who are dispatched to a scene outside the department's jurisdiction shall initiate such action as they would if they were the first upon the scene of a similar incident within the Sheriff's jurisdiction. If arrests are effected by the Sheriff's Deputy, the disposition shall be coordinated with the agency of territorial jurisdiction.

Officers, while on duty, who view a crime recurring within the primary patrol jurisdiction of another police agency, shall immediately notify the Communications Division of the situation. The Communications Division shall contact the respective agency giving the pertinent information. The reporting officer shall effect such action as is necessary and coordinate with officers of that jurisdiction. The disposition of the

incident shall be reported to the Watch Commander.

MUTUAL ASSISTANCE REQUESTS BY DEPARTMENT MEMBERS

Members will request aid whenever the circumstances require emergency assistance.

- A deputy will request assistance whenever he/she is faced with an incident that requires multiple officer assistance to prevent injury, death and/or loss of property.
- A deputy will request assistance through use of his/her radio by transmitting to Communications "Officer needs assistance," or by using the Ten Code designation "1199."
- A deputy will maintain radio communication in a limited and responsible manner.
- A deputy will provide the location and the nature of the need for assistance to Communications.

RELATED STANDARDS:

General Order GO-05-03 Mutual Aid

AFFECTED DIVISIONS:

Patrol
Communications

DATE OF REVISIONS:

9/1/91 [Replaces General Order GN91-16]
12/9/02

By Order of:

DANIEL PAYNE, CAPTAIN
BUREAU OF FIELD SERVICES

PAT-18-02

MARIN COUNTY SHERIFF'S DEPARTMENT

GENERAL ORDER 81-14

M-2

December 23, 1981

Index as: Mutual Aid, Outside Agencies
Outside Agencies, Mutual Aid

MUTUAL AID TO AGENCIES WITHIN MARIN COUNTY'S TERRITORIAL JURISDICTION

PURPOSE

- 1 The purpose of this order is to set forth the policy and basic procedures for members to follow when providing assistance to requesting agencies within Marin County.

POLICY

- 2 Situations may arise requiring immediate service or assistance within other jurisdictions. It is the policy of this department to render all requested aid to other agencies within Marin County as requested and appropriate to the circumstances.
- 3 THE COMMUNICATION SECTION RESPONSIBILITY
 - A. When an outside agency requests aid from this Department in covering an incident, our Department will take appropriate action.
 - 1. The complaint operator shall take the necessary information as he would in an ordinary call for Sheriff's service, and the dispatcher shall, with the approval of the Watch Commander, send available personnel to handle the situation.
 - 2. The complaint operator taking the call shall notify the Patrol Division Watch Commander, listing the Departmental units that were sent.
 - B. When a citizen calls this Department reporting an incident outside our Department's Patrol jurisdiction, the complaint operator shall obtain all the pertinent data and transmit this information to the appropriate agency's communication system. If that agency, in return, requests assistance, our Department will comply.