Iowa State University Department of Public Safety

Directive: 46.6
SUBJECT: CROWD MANAGEMENT
EFFECTIVE DATE: 09/01/2018   REVISED DATE: 02/15/21
                              REVIEWED DATE: 12/17/19

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POLICY:
The Iowa State University Department of Public Safety shall provide a response to demonstrations, protests, and events requiring crowd management to protect the interests of the University while safeguarding the rights of individuals. The Department shall intercede in crowd situations that become dangerous, and to restore order as soon as practical.

DEFINITIONS:
"Crowd management" refers to the art of dealing with masses of people: peaceful, orderly, violent, or chaotic.

PROCEDURE:
46.6.1   EVENT ADMINISTRATION
The following establishes procedures pertaining to the administration of an event involving protests, demonstrations, and crowd management:

A. Information regarding planned demonstrations should be referred to the Field Services Captain. The Manager on Call should be contacted if the Field Services Captain is unavailable. Department personnel may be assigned to gather intelligence on a known event or a category of events.

B. When it becomes known that a demonstration is scheduled, personnel should be assigned as needed to plan the police response. If necessary, this response may include the establishment of a briefing site, command center, staging area, and media site, as well as needed staffing, communications, equipment, vehicles, and logistics. For unplanned disturbances that are in progress before the police are called, the incident command system should be adhered to while additional resources are obtained, and a plan should be developed when possible. The staff person assigned as the Incident Commander for an upcoming event should use the Incident Action Plan (I.A.P.) guidelines manual to develop the IAP for large scale events.

C. For large-scale events an I.A.P. shall be developed and should contain, as needed, the following information:
    1. Command Center. If it is determined that a command center will be needed, one will be established at a potentially secure location near the site of the event. Security, access and communications for those who will be managing the incident will be considered when establishing the Command Center.
    2. Staging Area. If it is determined that a staging area will be needed, one will be established separate from the Command Center, at a potentially secure site near the area where the event is expected to occur or remain. Site security and access for officers and vehicles assigned to the event are the primary considerations when establishing a staging area.
    3. Media Site. If it is likely that a number of media representatives will attend the event, a media contact site may be designated away from the Command Center and the Staging Area.
    4. Situation Statement. A simple statement that clearly identifies the problem facing the organization, followed by a brief synopsis of historical information relative to the protesting group's possible actions. Next, a brief synopsis of information on any counter-protest groups, followed by a brief description of the operation area. The final portion of the Situation Statement should be a short description of the overall police mobilization.
    5. Statement of Objectives. This should clearly and concisely define the goal of the Department operation. Multiple goals should be identified in priority order.
    6. Concept of the Operation. This should track the expected actions of the police from briefing through critique and demobilization.
    7. Plan Execution. This should make specific assignments to all units involved in the operation.

8. Logistics. This is the logistical plan and should include reporting instructions, uniform requirements, timekeeping, medical support, communications issues, arrest, jail and court processing, and provisions for meals and breaks.

D. Crowd management events will be recorded in accordance with the documenting large population events policy.

46.6.2   RESPONSE PROCEDURES
The following shall govern response procedures for protests, demonstrations, and crowd control events:

A. Whenever possible, the response should commence with an event briefing, followed by the establishment of incident command and deployment of assigned personnel.

B. All assigned officers should be briefed on the I.A.P., their assigned duties, and expectations regarding communications.

C. Mobile Field Force and Mini Team tactics may be employed for non-static problems. Sufficient vehicles should be employed to move a number of officers quickly. Vehicles should have assigned drivers and passengers. Security should be arranged at the site where vehicles will be staged.

D. Officers who may be holding a line or used in various formations should be assigned in small groups with a supervisor for each group, who should in turn report to an area or site supervisor, who should report to the Incident Commander.

E. Arrest teams should be designated, as needed.

F. If large numbers of arrests requiring transport and booking are likely, this activity should be coordinated with our other law enforcement partners and the jail.

G. Units or individual officers with specialized training and equipment may be required. These include but are not limited to chemical officers, special improvised devices team, and surveillance details.

H. Trained media expediters may be used to facilitate media contact at the direction of Incident Command. Media has free access to public areas not controlled by the police. Media inquiries should be directed to the assigned P.I.O.

46.6.3   CROWD -USE OF FORCE
The following shall govern use of force during crowd management events:

A. Crowd control force options include limited provisions for individual decisions or actions. Officers should strive to remain neutral. Verbal abuse is common in disturbance situations.

B. Officers should not initiate arrests for verbal abuse or disorderly conduct within the crowd without supervisory direction, especially when doing so would compromise the staffing of a line or post.

C. Directives regarding the use of less lethal and non lethal projectiles for crowd management are identified in the general use of force and chemical and specialty impact munitions policies.

46.6.4   POST-INCIDENT ACTIVITIES
The following shall describe post-incident activities for protests, demonstrations, and crowd management events:

A. After dispersal of the crowd/demonstrators, the need for maintaining a police presence should be assessed. A limited, visible presence may be needed for a number of hours after the event.

B. An incident report should be generated for the demonstration, to be completed by the Incident Commander or designee. The report should describe the event and response in general terms, should include estimates of crowd size, and reference any more specific incident reports related to the event. The overall outcome of the event should be summarized in the primary report.

C. Individual arrests or crimes that occur in conjunction with the event should be documented by supplemental report to the original case number.

D. For major disturbances or events where a significant amount of police action was taken, a debriefing of the event may be scheduled, with a focus on improving responses to future incidents of a similar nature.