



TERRORIST THREAT LEVELS

Directive 13-108

Date of Issue: August 2017

Amends/Cancel: 13-108, July 2013

I. PURPOSE

To provide guidance when responding to terrorist threats and incidents.

II. POLICY

MCP will respond to terrorist threats and incidents in a coordinated manner working in conjunction with allied agencies.

III. PROCEDURES

A. ALERT ACTIVATION

1. The State of Maryland has adopted the Maryland Terrorism Advisory System (MTAS), modeled after the National Terrorism Advisory System (NTAS).
2. The Governor's Office will decide, in conjunction with other state agencies, whether an MTAS Alert should be issued when credible information is available.
3. These alerts will include a statement that there is an imminent threat or elevated threat as well as a summary of the potential threat and information about actions being taken to ensure public safety.
4. Alerts may be sent to law enforcement, affected areas of the private sector or to the public.

B. NOTIFICATIONS

1. Notification of changes to the threat level will be disseminated by the Chief of Police or designee.

C. LOCAL POLICY GOVERNING ACTIONS

1. Commanders will maintain a standard operating procedure to respond to a terrorist threat in the area under their command.
2. The geographical area, physical location and responsibilities of a particular unit will dictate that unit's response to each threat level.
3. The content of the SOP will be consistent with the actions listed below and other MCP policy.

D. MTAS ALERT LEVELS

1. **READY STATE:** no credible threat exists; the everyday level of awareness; routine operations with a general risk of terrorist attacks.
2. **ELEVATED THREAT ALERT:** a credible terrorist threat against Maryland exists such as terrorist incident occurring overseas, in the United States, or the occurrence of significant

transportation or weather event; modifications or additions to patrols may be assigned to critical areas where appropriate.

3. IMMEDIATE THREAT ALERT: a credible, specific, and impending terrorist threat exists; an event may have occurred within Maryland or on property where MCP retains primary jurisdiction; requires the response of specially trained personnel and may include extended shifts, additional security posts and inactive on-call status may be required.
4. The Chief of Police or designee will advise affected Detachments/Divisions of the security level at the time the initial emergency mobilization notification is made.
5. Once personnel are notified of a heightened level of operation, they will be prepared for future changes in the security level when reporting for duty.

E. RESPONSE TO THREAT LEVELS

1. Ready State

Normal operations with on-going monitoring and evaluation for terrorist-related activities.

2. Elevated Threat Alert

a. Commanders will:

- 1) Initiate notification requirements and procedures as identified by any existing SOP governing counter-terrorism measures.
- 2) Initiate immediate perimeter checks will be conducted of all DGS facilities under the control of MCP. The checks should focus on suspicious items left in flower beds, under steps, trash bins and any other potential hiding places. At no time will a suspicious package or item be tampered with. If located, a supervisor will be notified and respond to assess and take appropriate actions.
- 3) Established a schedule for continued patrol and perimeter checks for duration of the threat level. All checks will be documented in the computer aided dispatch system.
- 4) Raise awareness level of all employees by ensuring all personnel know the current threat level and the source of information related to the current threat.
- 5) Establish liaisons with allied law enforcement agencies as established by SOP.
- 6) Ensure strict adherence to security screening procedures as outlined in Directive 12-110 will be maintained.
- 7) Ensure normal parking restrictions are enforced to include metered parking around facilities. Special attention will be given to vans, trucks, and similar vehicles attempting to park close to buildings.
- 8) Ensure that MCP personnel stop all vehicles entering garages. Only State employees in possession of a security card or visitors who have been added to the visitors list will be granted access. All visitors who enter the garage will present a valid photo I.D., including any other occupants within the vehicle. MCP personnel will not accept any additions to the visitors list unless it is cleared by the DGS Superintendent's Office or MCP.
- 9) Review the local Continuity of Operations Plan (COOP) that includes alternatives to the loss of facility, technology, equipment, personnel, or system failure in the event

that implementation is necessary.

- 10) Ensure that The Maryland Coordination and Analysis Center (MCAC) is notified of all suspicious activity, threat-related incidents, calls for service or arrests. MCAC acts as a liaison between the MCP and other allied law enforcement agencies for dissemination of critical information.
- 11) Ensure vendors are screened as visitors. All vendors using the loading docks must report their delivery to MCP personnel before the delivery is made. The agency receiving the delivery must respond to the loading dock to check and receive the delivery.

b. In addition to the above, commanders may:

- 1) Establish a safe perimeter around facilities using available resources to restrict access to authorized personnel only and ensure surveillance of the grounds to protect the facility and personnel consistent with the facility's operational responsibilities.
- 2) Consider limiting access to State facilities to one entrance and exit.
- 3) Restricted parking outside facilities may be implemented. Restricted parking areas will be manned by a MCP personnel, who will enforce the restrictions.
- 4) Tailor their local patrol and investigative response to meet any emerging threats.

c. Employees not in uniform will display identification (badge and/or identification card) so it is visible while on duty.

d. Commanders will be made aware of any additional specific requirements, amendments or modifications to this policy.

e. Commanders may tailor their local patrol and investigative response to meet any emerging threats.

3. Imminent Threat Alert

In addition to those procedures imposed during an Elevated Threat Level, the following security enhancements will be put into place when an Imminent Threat Level is designated:

a. The Chief of Police or designee will establish an MCP Incident Command System (ICS).

b. Personnel may be assigned to the Command Center as the situation dictates.

c. All leave will be cancelled; employees may be placed on 12-hour shifts.

d. All special assignments will be cancelled or rescheduled unless approval is obtained from the Chief of Police or designee.

e. Access to DGS facilities will be limited to one entrance and exit.

f. Safe perimeters will be established to restrict access to authorized personnel only and ensure surveillance of the grounds to protect the facility and personnel consistent with the facility's operational responsibilities.

g. If facilities are still open to the public, bags or containers will be subject to inspection. The

person must agree to open the item for inspection or they will be denied access to the building. In these instances, MCP police personnel will be notified to respond.

- h. Loading docks will be closed and no other types of deliveries will be allowed unless the facility remains open for business. Agencies receiving deliveries will respond to confirm and receive the delivery.
- i. Vehicle inspections will be conducted on all vehicles entering DGS garage facilities. The inspections will consist of but not be limited to the under carriage, the trunk, plain view interior, and under the hood. Those choosing not to comply will be denied access and advised to seek alternative parking.
- j. Unauthorized vehicles parked in violation of parking restrictions will be towed without warning.
- k. Administrative personnel will monitor local/national radio and television news.
- l. Communication centers will ensure that the radio frequencies of allied agencies with concurrent or adjacent jurisdiction are monitored.

F. CONTINUITY OF OPERATIONS

- 1. Each commander will maintain an up-to-date standard operating procedure (SOP) that describes the COOP for his unit which will be disseminated via Form 42.
- 2. The COOP will ensure continued operations should part of the detachment/division's facilities become disabled or require evacuation.