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THE STATE OF NEW JERSEY

CIVIL DISORDERS

The Role of Local, County and State Governments

134698

U.S. Department of Justice
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DIVISION OF STATE POLICE



James J. Florio, Governor
Robert J. Del Tufo, Attorney General
Col. Justin J. Dintino, Superintendent

MARCH 1991

TO ALL MUNICIPAL AND COUNTY OFFICIALS

Re: Civil Disorders - The Role of Local, County and State Government

This document has been prepared to provide emergency management and law enforcement personnel with information concerning the legal and practical elements of handling civil disorders. A civil disorder is defined as "collective violence which interferes with the peace, security, and normal function of the community." This document is a general procedural guideline which recognizes that specific situations require varying responses depending upon the particular circumstances, capabilities and structure of each municipality. It must be recognized that no single plan of action could be prescribed in advance. Every municipality and county, which has identified civil disturbance as a threat has the responsibility to include provisions for dealing with civil disturbances in their Emergency Operations Plan.

It is suggested that emergency management coordinators, police chiefs and public safety directors meet with their county prosecutor and emergency management council and review the contents of this guide. It must be kept in mind that the primary responsibility for planning, preparation and implementation of response in connection with civil disorders rests with the jurisdiction's governing body.

While this material serves as a guideline, the New Jersey Office of Emergency Management is available to assist with specific planning problems and provide guidance, coordination and resource assistance in actual emergencies. Arrangements for assistance may be made by calling the state police at (609) 882-2000 and asking for the Emergency Management Section.

In dealing with civil disorders, these guidelines are divided into four stages. They are based upon the intensity of the disorders and the ability of the municipality to restore law and order. The following is a brief description of each stage:

MUNICIPAL STAGE

A municipality in which a civil disorder occurs bears the primary responsibility to control the disturbance. The local governing body is authorized to make and enforce ordinances "to preserve the public peace and order; to prevent and quell riots, disturbances and disorderly assemblages;" N.J.S.A. 40:48-1(6). This assumes that restoration of law and order is within the capability of the municipal law enforcement agency and other resources available at that level. This should not be confused with incidents which could seriously endanger the health, safety and welfare of municipal residents; and require the declaration of a state of local emergency as authorized by N.J.S.A. App. A:9-40.5.

LOCAL ASSISTANCE STAGE

At this stage, effective control of the disorder may be beyond the capability of a single jurisdiction, but it is still within the capability of the local law enforcement agency augmented by neighboring municipal and/or county resources. N.J.S.A. 40A: 14-156. As noted in the municipal stage, local assistance provisions apply only if the disaster does not rise to the level of a state of local emergency. If a state of local emergency is declared, actions are to adhere to the Disaster Control Act, N.J.S.A. App. A:9-40.5

LIMITED STATE POLICE ASSISTANCE STAGE

At this stage, the situation may be beyond the capability of a single jurisdiction alone, but within the capabilities of local law enforcement augmented by neighboring municipal and county resources and supported by the addition of limited State Police assistance. N.J.S.A. 53:2-1.

STATE INTERVENTION STAGE

At this stage, restoration of law and order is beyond the local capabilities and assistance by the state is required. In this event, the Governor will invoke the Emergency Management Act. N.J.S.A. App. A:9-51.

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MUNICIPAL STAGE

A. Planning

The availability of intelligence or the onset of a civil disturbance is not the time to begin to plan your response activities. Under the provisions of Chapter 222, P.L. 1989, which amended the state's Emergency Management Act (N.J.S.A. App. A:9-43.2), every municipality and county is required to prepare an Emergency Operations Plan (EOP). The New Jersey State Office of Emergency Management (OEM) has developed guidelines for EOP preparation in the form of a comprehensive checklist for local use. By using the EOP Checklist to accomplish the planning process with your emergency management council, an effective local response strategy can be achieved. The least efficient, least effective approach is to have a single agency prepare a plan without input from cooperating support agencies.

Assistance with the planning process can be arranged through the emergency management network of municipal, county, regional, and state offices. You can obtain copies of the EOP checklist from your local emergency management coordinator or the State OEM. Supplemental material can also be found in the appendices to this document.

B. Designation of Authorities and Powers

It is the responsibility of the local governing body of each municipality to designate in the Law Enforcement Annex of the EOP, one person to be in charge of all law enforcement operations during civil disorders. Logically, this would be the chief of police. However, all activities during any emergency require close coordination with other key officials. This interaction is most effective in the Emergency Operations Center environment.

To be most effective, the aforesaid designee needs full responsibility to direct law enforcement operations and to determine when it is necessary to seek outside assistance. A chain of succession should be established for use in the event of the designee's absence. Pursuant to N.J.S.A. App. A:9-40.4, only the emergency management coordinator has the authority to declare a local disaster emergency and to invoke emergency powers. Examples of such emergency powers include setting curfews, restricting access to designated areas, ordering evacuations, closing schools, businesses and commercial operations, and any other actions necessary to protect the health and safety of the public or prevent the destruction of property. Local officials should confer with their municipal attorneys and county prosecutor and review the laws relating to emergency management and State Police assistance. A model emergency proclamation for municipalities is attached hereto as **Appendix A** and also in the EOP Checklist package.

C. State Police Observers

The State Police should be notified at the onset of any type of civil disturbance before their actual assistance is required. Notification should be made directly to the State Police Duty Officer at Division Headquarters in West Trenton, (609) 882-2000. This will allow the dispatch of observers as appropriate to provide information to the Governor, Attorney General, county prosecutors, Superintendent of State Police and the Office of Emergency Management.

D. Protection of Vital Facilities

Plans must include provisions for the protection of hospitals, water supplies, and other vital facilities. A checklist of such facilities is enclosed in **Appendix F**. Provisions to furnish emergency food, shelter and clothing to those affected by a civil disturbance must also be

included in the EOP. Resource management needs for the public, emergency response personnel, and potential detainees must be seriously considered.

E. Public Information

Plans should be made to keep the local population informed. The dissemination of vital information necessary to lessen confusion and rumor associated with the disorder is essential. Local newspapers and radio/TV stations should be contacted in advance by municipal officials and arrangements should be made for periodic announcements that these newspapers and stations will carry vital information in the event of an emergency. This includes announcements with respect to curfew, the closing of schools, the closing of taverns and liquor stores, and perhaps the closing of industry. Arrangements should be made with local radio/TV stations to receive and broadcast announcements only from designated persons. Information may also be disseminated over public police transmitters, or by publication in newspapers, posting of notices in public places, and the use of sound trucks or personal notification by auxiliary forces.

Joint Information Center and Rumor Control

Experience reveals that rumors, many of which are false and misleading, spread rapidly through the community during disorders. The public should be provided with a specific telephone number to ascertain if a rumor is true or false. If existing telephone capabilities cannot be used, the State OEM can provide assistance in arranging emergency telephone service. In accordance with the EOP, a Joint Information Center (JIC) should be established for the dissemination of information to the media. The JIC should be the sole source of official information relating to the disturbance. Every agency which has a role in the incident should assign a qualified spokesperson who has the authority to participate in the formulation of joint news releases and answer questions which relate to the agency role. Personnel at the JIC should have communication links with the Emergency Operations Center to insure the accuracy and timeliness of information.

II. LOCAL ASSISTANCE STAGE

A. Planning

Careful planning includes obtaining the assurance of cooperation from neighboring municipal and county governments. Each municipality is responsible to prepare for the implementation of N.J.S.A. 40A:14-156 which enables mayors and police chiefs to request law enforcement assistance from other municipalities in time of emergency. The county prosecutor should be asked to assist with the formulation of formal written agreements with surrounding municipalities for necessary support in the event of a civil disorder. The local plans and agreements must clearly detail that upon the declaration of a State of emergency, regulations concerning local assistance change. In such a case, the county prosecutor and county emergency management coordinator should be consulted, and local mutual aid agreements may be suspended. See N.J.S.A. 40A:14-156.4.

By planning with other municipalities, you will be able to determine the nature and extent of the assistance that you may expect. Your plans should include how outside personnel will be utilized, the area of their responsibilities, and the lines of authority. Emergency Management personnel, and auxiliary and special police forces of the municipality involved, as well as those furnished from other municipalities or the county, should be utilized generally for support functions in order to release regular police personnel for direct law enforcement duties in the critical area.

County level plans must be devised to reflect the roles, resources and capabilities within each county. Civil disorders demand close coordination between the county emergency management coordinator, prosecutor, sheriff, and any other law enforcement agencies. The planning must provide for early and efficient notification from the municipalities and to the appropriate county agencies to enable the smooth delivery of county support. The planning must also insure that every municipal plan indicates the primary and alternate county contacts.

B. Role of the County Prosecutor

The county prosecutor is the chief law enforcement officer in a county. The prosecutor is responsible for coordinating local and county criminal justice activities during the course of a civil disturbance and providing immediate notice to the Office of the Attorney General. It is essential that the prosecutor be immediately notified, by the local police chief or director, regarding any potential or actual civil disturbance which may require a request for local mutual aid.

The prosecutor or his representatives should be available to offer legal advice to agencies at the scene; advise local police in strategies and tactical considerations; provide guidance in the preparation of emergency proclamations, complaints, arrest warrants and search warrants; investigate allegations of police misconduct and incidents involving assaults on police and police shootings; and advise in the processing of arrestees.

The county prosecutor will alert appropriate court officials of the civil disorder and of any extraordinary demands that may be placed upon the judiciary's facilities and personnel. Special arrangements to meet these demands should be communicated to law enforcement officials by the prosecutor.

The county prosecutor should coordinate in advance with the local public defender to arrange legal aid for persons arrested and assist the judiciary in providing adequate courtroom facilities and support personnel.

C. Role of the County Sheriff

Depending on county specific circumstances, the Sheriff's Department role will vary based on capability. Sheriff's personnel may provide the largest single manpower resource available in the county. As county assistance is needed in civil disorder situations, the county sheriff must coordinate closely with the county prosecutor and the county emergency management coordinator. There may be a need for substantial additional space for prisoner confinement, as well as specially guarded prisoner transportation vehicles. In particular, the county sheriff is to handle the details of transportation and confinement of prisoners, to provide logistical support for detention facilities and to maintain the security of the courts. Careful planning is necessary to allow for differences in sheriff's departments capabilities and still provide all support services potentially necessary.

D. Role of the County Emergency Management Coordinator

The county emergency management coordinator (EMC) is subject to the supervision and control of the state emergency management director in accordance with App. A:9-42.1. The coordinator is responsible for the development, coordination and activation of county-wide mutual aid plans. The county coordinator is also responsible for the activation of those resources available from county government. As chair of the county emergency management council, he/she is responsible to coordinate the emergency planning activities of county government and assure municipal and county plans are complementary (NJSA App. A:9-42.2). In the event the civil disorder escalates, the county coordinator must be in contact with the county prosecutor, the

affected municipalities' emergency management coordinators and confer with the appropriate county participants (sheriff, chief of county police, freeholders, and executive) to formulate recommendations and requests through the chain of command to the state OEM.

III. LIMITED STATE POLICE ASSISTANCE STAGE

- A. When, after consultation with the county prosecutor, local authorities have evaluated the situation and are of the opinion they cannot control the disorder with their own and other local resources, the governing body or other authorized personnel may request state police assistance pursuant to N.J.S.A. 53:2-1, without requesting that the Governor declare a state of emergency.
 - 1. This request must be made through the commander of the State Police troop which serves the area where the municipality is located or through the Duty Officer at State Police Headquarters in West Trenton, (609) 882-2000.
 - 2. The Superintendent of State Police will evaluate the situation and with the approval of the Attorney General provide the assistance deemed necessary. The Attorney General and Superintendent will be guided by information supplied by intelligence sources such as the county prosecutor, local authorities and State Police observers, already on the scene.
 - 3. In exigent situations where there is an imminent threat to life or property the troop commander, troop duty officer, or station commander may authorize the deployment of available troop personnel to assist the local response. The Superintendent will advise the Attorney General and Governor of the emergency actions taken and make recommendation for continued assistance if necessary.
- B. Field command of the State Police force dispatched to the scene, with the approval of the Attorney General and order of the Governor, will be retained by State Police personnel. Their primary mission is to support local police in law enforcement activities associated with the civil disorder. The commander of the State Police detachment may vary this mission to emergent situations. It is not intended that the State Police will be used for the relief of local law enforcement personnel from overtime commitments. Upon dispatch of State Police assistance, the State EOC will be activated to the extent deemed necessary by the State Director of Emergency Management.
- C. It is not necessary for the Governor to issue a proclamation in order for the State to furnish limited State Police assistance. However, all assistance given will be with the approval of the Governor and the Attorney General. This stage is not a prerequisite to the issuance of a proclamation if it becomes necessary to enter into the State Intervention Stage (Section IV, below).

IV. STATE INTERVENTION STAGE

- A. The person designated in Section I.B., the governing body, the municipal or county emergency management coordinator or the prosecutor may request state intervention when it appears the civil disorder is or will imminently be, beyond the capabilities of the local authorities and/or assisting state police personnel. The Governor, Attorney General, and Superintendent will evaluate the situation and be guided in making a decision with information from local authorities and state police observers on the scene.
- B. If the State intervenes, it will be pursuant to the emergency powers prescribed by N.J.S.A. App. A:9-34, A:9-51 and following a proclamation of an emergency. This assumes there is a disaster as defined by App. A:9-33.1. This law provides the Governor with the necessary legal powers to

cope effectively with emergencies which are beyond the capabilities of local governments. It permits the Governor to assume full control over all of the forces which are or may be employed in controlling the civil disorder.

- C. The Governor will, as necessary, promulgate rules and regulations by proclamation. The rules and regulations will be immediately binding upon all political subdivisions, public agencies, public officials and employees, as well as upon each and every person within the state. Upon issuance of the proclamation, the State Director of Emergency Management will send a copy of the proclamation to the municipal emergency management coordinator (appointed in accordance with App. A:9-40.1) and to the clerk of each municipality in which the proclamation is to take effect. The municipal clerk will immediately post the proclamation as well as the rules and regulations issued pursuant thereto in a public place in the municipal building as specified in App. A:9-45. The Governor shall then be in full command of the affected area having all powers which are provided by law. He/She will appoint, as necessary, an emergency commander to take over all disaster control activities and may delegate to him/her any and all powers deemed necessary. The Governor will activate the National Guard if the situation requires such action. Once the National Guard is committed, it will support the civil authorities on a mission basis and will accede to the direction of the Governor. (N.J.S.A. 38A:2-1 et seq.)

EXPLANATION OF APPENDICES

Appendix A contains a sample disaster emergency proclamation to be modified to reflect the conditions and situation after a strongly recommended consultation with the County Prosecutor

Appendix B contains a sample rescinding proclamation to be utilized in a timely manner as soon as emergency conditions are abated.

Appendix C identifies the location and service area of the north, central and south Troop Headquarters along with contact telephone numbers.

Appendix D contains the New Jersey State Police Emergency Procedure Checklist. This checklist was designed for the use of State Police personnel in any emergency including civil disturbances. This checklist may require modification based on local situations and capabilities, but it can serve as a useful guideline in preparing a local checklist.

Appendix E is a civil disturbance preparation survey guide. It requires general information about the jurisdiction, its police agency, its fire agency and emergency equipment availability. This will serve, again with necessary modifications, to familiarize police departments and municipal emergency management coordinators with what preparations may be necessary for civil disturbances

Appendix F requests particular information regarding health facilities, legal facilities, detention facilities, utilities, broadcasting facilities, etc, available in the municipality, which may be useful in the event of a civil disturbance.

Appendix G addresses considerations involved in use of the New Jersey National Guard in civil disorder situations.

Appendix H identifies the roles and responsibilities of the various departments and agencies of the State of New Jersey.

APPENDIX A

SAMPLE PROCLAMATION

TO ALL RESIDENTS AND PERSONS WITHIN THE TOWNSHIP OF _____ NEW JERSEY
AND TO ALL DEPARTMENTS OF THE MUNICIPAL GOVERNMENT OF THE TOWNSHIP OF

WHEREAS, pursuant to the powers vested by (Chapter 251 of the laws of 1942, as amended and supplemented, N.J.S.A. App. A:9-30 et seq.; N.J.S.A. 40:48-1(6); N.J.S.A. 2C:33-1 et seq.; whichever law or laws apply, a local disaster emergency is declared to exist within the boundaries of the Township _____, and

WHEREAS, the aforesaid laws authorize the promulgation of such orders, rules and regulations as are necessary to meet the various problems which have or may occur due to such emergency, and

WHEREAS, by reason of the conditions which currently exist in certain areas of the Township of _____, which may affect the health, safety and welfare of the people of the Township of _____, and

WHEREAS, it has been determined that these areas of the Township of _____ should then be declared disaster areas and further that certain measures must be taken in order to insure that the authorities as well as maintaining an orderly flow of traffic, and further in order to protect the persons and property of the residents affected by the conditions, and

WHEREAS, the following areas are designated disaster areas:

THEREFORE, IN ACCORDANCE WITH the aforesaid laws, it is promulgated and declared that the following regulations shall be in addition to all other laws of the State of New Jersey and the Township of _____,

1. There shall be no through traffic traversing the aforesaid area(s) except for the movement of police, fire, first aid or any other such vehicles as may be permitted by use or by authorized officials of this Township.

Emergency Management Coordinator

Date

Mayor

Time

This sample proclamation is provided as an example of an Emergency Declaration that would be modified to reflect the conditions and situation. It is strongly recommended that you consult with your jurisdiction County Prosecutor before proclaiming an emergency.

APPENDIX B
SAMPLE PROCLAMATION

TO ALL RESIDENTS AND PERSONS WITHIN THE TOWNSHIP
OF _____, NEW JERSEY AND TO ALL DEPARTMENTS OF THE
MUNICIPAL GOVERNMENT OF THE TOWNSHIP OF _____.

WHEREAS, the local disaster emergency proclamation issued on the _____ day of
_____ 19__ at _____ pursuant to the powers vested by the laws of the State
of New Jersey is no longer necessary.

THEREFORE IN ACCORDANCE WITH the aforesaid laws, I do hereby declare that the local disaster
emergency no longer exists and rescind the aforesaid proclamation.

Emergency Management Coordinator

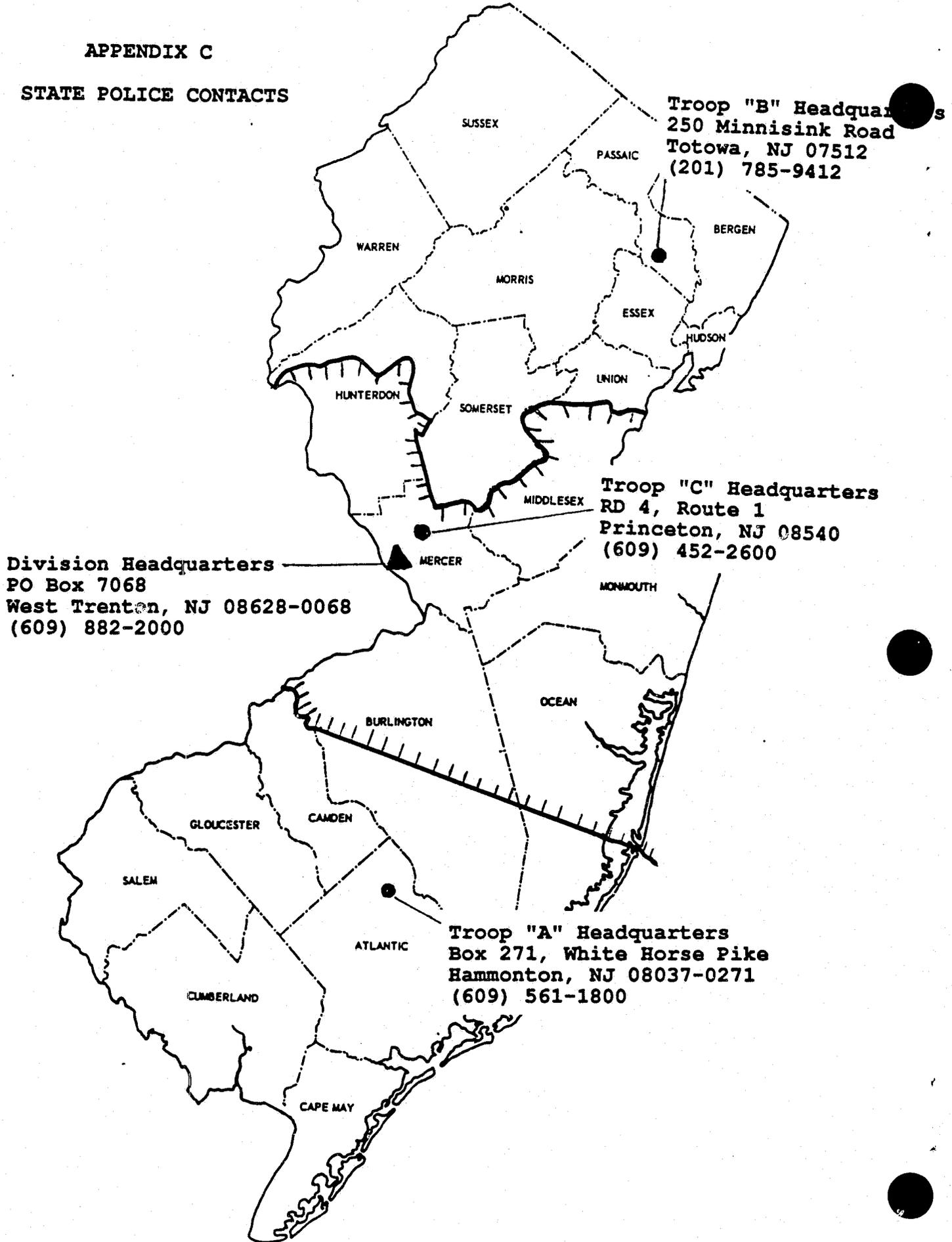
Mayor

Date

Time

APPENDIX C

STATE POLICE CONTACTS



NEW JERSEY STATE POLICE EMERGENCY PROCEDURE CHECK LIST

APPENDIX D

The following is an emergency procedure check list which has been developed as a guide for all Commanders. It is NOT intended to be all inclusive, but it may be used as an aid to effect a successful operation.

NATURE OF EMERGENCY

- MILITARY ATTACK
- SABOTAGE
- EXPLOSION
- SHIP DISASTER
- PRISON RIOT
- MAJOR THREAT TO LIFE / PROPERTY
- FIRE
- TRAIN WRECK
- PLANE CRASH
- CIVIL DISTURBANCE
- OTHER (SPECIFY)

RESPONSIBILITY

- PARTIAL STATE POLICE RESPONSIBILITY
- COOPERATIVE STATE POLICE RESPONSIBILITY
- FULL STATE POLICE RESPONSIBILITY

DEGREE OF ALERT

- WHITE
- YELLOW
- RED

ADMINISTRATIVE RESPONSIBILITIES

- LEDGER SCHEDULING
- REPORTING RADIO LOGS

RECALL OF STAFF OFFICERS

RECALL OF CRUCIAL PERSONNEL

TOTAL PERSONNEL RECALL

PERSONNEL AVAILABILITY LIST / NOTING SPECIALIST QUALIFICATIONS /

METHOD OF IDENTIFYING PLAINCLOTHESMEN / LAPEL PINS /

COMMAND POST ACTIVATION

- PARTIAL ACTIVATION
- FULL ACTIVATION
- EQUIPMENT / RADIOS-TELEPHONES ETC.
- ADMINISTRATIVE SUPPLIES
- TELEPHONE NUMBER DIRECTORY
- COMMAND POST PERSONNEL ASSIGNMENTS
- PIAE AND PHOTOGRAPHER ASSIGNMENTS

EMERGENCY EQUIPMENT

- TRANSPORTATION
 - MECHANIC ASSIGNMENTS
 - REPLACEMENT EQUIPMENT / TIRES FAN BELTS, ETC./
- WEAPONS AND AMMUNITION
- BARRIERS / PROVIDED FOR /
- FIRST AID SUPPLIES
- BODY ARMOR / SHIELDS
- EMERGENCY TRAILER
- COTS
- UNDERWATER RECOVERY TRUCK
- WALKIE - TALKIE
- GENERATORS
- LIGHTING / PORTABLE /

PERSONNEL EQUIPMENT

- BLANKETS
- SHAVING GEAR
- HELMETS
- BATONS
- UNIFORM INSPECTION
- SHEETS
- UNDERCLOTHING - SOCKS
- GAS MASKS
- WEAPON / SERVICE / AND AMMO.

PERSONNEL BILLETING, FOOD SERVICE AND SHOWER / BATHS

STAFF BRIEFING

PERSONNEL BRIEFING

- NATURE OF EMERGENCY
- LOCATION OF EMERGENCY
- EMERGENCY SERVICE LOCATIONS
 - ARREST PROCESSING CENTERS
 - MASS DETENTION FACILITIES
 - FIRST AID / RESCUE SQUADS
 - HOSPITALS
 - JUVENILE AND FEMALE DETENTION FACILITIES

UNIT COMMITMENT / IDENTIFY AND EXPLAIN /

- TRANSPORTATION ASSIGNMENTS
- ROUTES OF TRAVEL
- ALTERNATE ROUTES OF TRAVEL
- EMERGENCY PROCEDURES
- ASSEMBLY POINTS
- ALTERNATE ASSEMBLY POINTS

OPERATIONAL CHECK LIST / ARRIVED AT SCENE

- AREA SECTORIZATION
- PATROL ASSIGNMENTS
- RESERVE ASSIGNMENTS
- MECHANIC RELIEF
- EQUIPPING ANTI SNIPER SEARCH TEAMS
- PLAINCLOTHES ASSIGNMENTS / INTELLIGENCE - OBSERVERS, ETC.
- PLAINCLOTHES ASSIGNMENTS / ARREST PROCESSING CENTER /
- LIAISON ASSIGNMENTS / LOCAL P.D./
- COMMUNICATION, RELAY POST, ASSIGNMENTS
- COOPERATIVE AGENCY ASSIGNMENT / N.J. NATIONAL GUARD /
- DISTRIBUTION OF VISUAL AIDS
- RELIEF ASSIGNMENTS
- ADMINISTRATIVE ASSIGNMENTS
- COOPERATIVE AGENCY ASSIGNMENTS / I&A /

RECOVERY / AT SCENE /

- RELIEF OF MOST DISTANT UNITS
- GRADUAL WITHDRAWAL OF TROOPS
- REVIEW AND REVISE PATROL ASSIGNMENTS
- PARTIAL DEACTIVATION
- COMPLETE DEACTIVATION
- DIVISION EQUIPMENT INVENTORY

RECOVERY / REGULAR ASSIGNMENT /

- TROOP EQUIPMENT INVENTORY
- PERSONNEL EQUIPMENT INVENTORY
- RESUME NORMAL DUTY LEAVE

POST ANALYSIS

- SUBMISSION OF ALL REPORTS
- SUBMISSION OF SEPARATE RECOMMENDATION REPORT
- ATTENDANCE OF CRITIQUE MEETINGS
 - STATION
 - TROOP
 - DIVISION

NEW JERSEY STATE POLICE

CIVIL DISTURBANCE PREPARATION SURVEY GUIDE

1. City _____ County _____ Size (sq. miles) _____
Population total _____ Non-white _____
Mayor _____ Telephone _____
Disaster Control Director _____ Telephone No. _____
Potential trouble area _____

2. POLICE AGENCY

Headquarters Location _____ Telephone No. _____
Police Commissioner _____ Telephone No. _____
Chief of Police _____ Telephone No. _____
Deputy Chief of Police _____ Telephone No. _____
Total Manpower _____ Supervision _____
Uniform _____
Plainclothesmen _____

3. FIRE AGENCY

Headquarters Location _____ Telephone No. _____
Fire Commissioner _____ Telephone No. _____
Fire Chief _____ Telephone No. _____
Deputy Fire Chief _____ Telephone No. _____

4. EMERGENCY EQUIPMENT

Weapons: Quantity _____ Type _____
Ammunition: Quantity _____ Type _____
Grenades: Quantity Cn _____ Cs _____ Hc _____ Dm _____
Gas Dispensers: Quantity _____ Type _____
Gas Masks: Quantity _____ Type _____
Helmets: Quantity _____ Type _____
Body Armor - Protective Shields: Quantity _____ Type _____

Auxiliary Lighting: Quantity _____ Type _____

Generators: Quantity: Size (kw) _____ Type (AC-DC) _____

Barriers: Quantities: Rope _____ Portable _____ Other _____

Photographic Equipment: Quantities:

Polaroid _____ Motion Picture _____ Other _____

Bolt Cutters: Quantity _____ Size _____

Transportation:

Quantities: Cars _____ Patrol Wagons _____ Trucks _____

Buses _____ Motorcycles _____ Emergency Vehicles _____

Armored Vehicles: Type _____ Tire _____ Track _____

Does Department Maintain Own Transportation? If so:

Garage Location _____ Mechanics: No. _____

Gasoline Bulk Storage _____ Capacity _____

Communications

Radio Frequencies _____ If shared, with whom _____

Emergency Radio Frequency _____ Teletype _____

Handie-Talkies: Quantity _____ Bullhorns _____

Other: (Sound Truck, P.A. Systems, etc.) _____

Fire Department Radio Frequencies _____

5. STATE POLICE ASSEMBLY POINT NO. 1

Location: _____

Route of Approach _____

Alternate Route of Approach _____

Permanent Telephone Numbers _____

Parking Accommodations: Quantity _____

Storage Space _____

Sleeping Facilities: Maximum number of persons that can be accommodated: _____

Describe: _____

Lavatory Facilities: Quantity: Showers _____ Commodes _____

Emergency Power _____

6. STATE POLICE ASSEMBLY POINT NO. 2

Location: _____
Route of Approach _____
Alternate Route of Approach _____
Permanent Telephone Numbers _____
Parking Accommodations: Quantity _____
Storage Space _____
Sleeping Facilities: Maximum number of persons that can be accommodated: _____
Describe: _____

Lavatory Facilities: Quantity: Showers _____ Commodes _____
Emergency Power _____

7. ARREST AND DETENTION FACILITIES

City Jail (Location) _____ Capacity _____
County Jail (Location) _____
Alternate Detention Locations: *(Must have capabilities for processing mass arrests & volume detention)*

Juvenile Shelter: Location: _____ Capacity _____
Matrons Available _____
Warden or Supervisor _____

City Jail _____	Telephone No. _____
County Jail _____	Telephone No. _____
Juvenile Shelter _____	Telephone No. _____

8. LEGAL SERVICES

County Prosecutor _____	Telephone No. _____
Municipal Police Legal Advisor _____	Telephone No. _____
_____	_____
Municipal Court Judge _____	Telephone No. _____
Municipal Court Clerk _____	Telephone No. _____
County Assignment Judge _____	Telephone No. _____
State Police Legal Advisor _____	Telephone No. _____

NEW JERSEY STATE POLICE

**CIVIL DISTURBANCE PREPARATION SURVEY GUIDE
ADDITIONAL COMMUNITY INFORMATION**

- Hospital (General)**
- Rescue Squads (Include Policy Re: Entering Operational Area)**
- Court Houses**
- County Judges**
- Magistrates**
- County Prosecutor**
- Militant Organizations**
- Minority Group Leaders**
- Known Agitators**
- Gun Stores & Pawn Shops**
- Generator Plants - Power Relay Stations**
- Water Company Locations and Well Locations**
- ROTC - Army - Navy - Reserve Armories**
- Fuel Storage Facilities**
- Fire Departments (Paid - Volunteer - Include Police Re: Entering Operational Area)**
- Perimeters (Indicate Potential Problem Areas Referring to Grid System on Map, and Number of Posts Needed to Contain the Area.)**
- Sewer Plants**
- Public Transportation Terminals**
- Major Penal Institutions**
- Municipal and County Parks**
- Stadiums**
- Airports & Heliports**
- Television & Radio Stations**
- Essential Telephone Company & Public Service Operation Buildings**
- Other Related Information**

(USE THE FOLLOWING FORMAT TO REPORT THE ABOVE INFORMATION)

NAME OF AGENCY LOCATION TELEPHONE NUMBERS OFFICIAL

**APPENDIX G
USE OF NATIONAL GUARD IN CIVIL DISORDER**

I. MISSION OF NEW JERSEY NATIONAL GUARD IN CASE OF CIVIL DISORDERS

The New Jersey National Guard, on order of the Governor, will assist civil authority in the restoration and maintenance of law and order and the protection of lives and property. Operations will normally be conducted in support of the New Jersey State Police.

II. COMMAND

- A. The Governor of New Jersey is the Commander-in-Chief of New Jersey National Guard.
- B. The Adjutant General, Department of Military and Veterans' Affairs, State of New Jersey, commands all elements of the New Jersey National Guard. Units must operate under command of National Guard commanders responding to mission-type orders.
- C. Missions: To provide units organized, equipped and trained to function efficiently at existing strength in the protection of life and property and the preservation of peace, order and public safety under competent orders of State authorities. Appropriate missions for the employment of National Guard forces are:
 - 1. Perimeter guards--(barrier and road blocks).
 - 2. Security of vital installations.
 - 3. Riot control --(using troop formations and chemical agents to control mobs).
 - 4. Emergency feeding operations.
 - 5. Patrols of disturbed areas.
 - 6. Illumination of immediate area of operations.
 - 7. Observation by air.
 - 8. Emergency medical aid and evacuation to designated supporting hospitals.
 - 9. Engineer support.
 - 10. Transportation.

III. AUTHORITY FOR CALL-UP OF THE NATIONAL GUARD

- A. The National Guard is ordered to State Active Duty under the provision of Title 38A:2-4.
- B. Consistent with "A" above and pursuant to the provisions of App.A:9-45., the order is promulgated by proclamation of the Governor.

IV. APPLICATION OF FORCE

In selecting an operational approach to a Civil Disorder situation, National Guard commanders will adhere scrupulously to the "Minimum Necessary Force" principle. Every effort will be made to avoid appearing as an alien invading force and to present the image of a restrained and well--disciplined force whose sole purpose is to assist in restoration of law and order with a minimum loss of life and property and due respect for those citizens whose involvement may be purely accidental.

APPENDIX H

STATE DEPARTMENTS ROLES AND RESPONSIBILITIES

During a civil disturbance representative of each state department are available to the State Director of Emergency Management to coordinate the resources of that department. Each state department is prepared to assist the State Director as directed. Below is a list of the available state department with their particular roles and responsibilities for response to a civil disturbance.

A. Department of Agriculture

1. Distribute food to mass feeding programs utilizing USDA food commodities and other appropriate food resources
2. Administer the federal food commodities programs which involve the storage and distribution of food during emergency.
3. Dispose of red meat and poultry found unfit for human consumption.

B. Department of Banking

1. Collect and centrally report damage to financial institutions and agencies, including major disruption, particularly of services rendered by such institutions and agencies.
2. Assist in arrangements for temporary emergency banking, savings, and loan services near disturbance areas.
3. Provide, to governmental agencies state-wide, professional advice and assistance relating to the financial aspect of economic recovery within the disturbance area.

C. Department of Commerce and Economic Development

1. Assist businesses in acquiring low interest loans and economic injury loans to facilitate the repair and replacement of real or personal property damaged or destroyed as the result of riot. Also, provide information relative to the economy of the State.
2. Prepare press announcements to the media (press, radio, TV) announcing to people in and out of the State regarding any emergency situation, and how they should handle their travel plans. Maintain liaison with hotel, motel and restaurant groups through the Division of Travel and Tourism.
3. Provide upon request, all necessary forms, brochures and guidelines for economic assistance regarding available services, programs, loans and grants provided by governmental agencies as well as the private sector.

4. Monitor the economic situation and recommend controls to stabilize the economy within the affected areas.

D. Department of Community Affairs

1. Assist in damage assessments of public and private housing.
2. Conduct field surveys to determine temporary housing requirements.
3. Act as Stateside coordinator for emergency temporary housing.
4. Provide assistance in locating emergency or replacement housing for displaced families (if funding permits).
5. Provide personnel or manage basic functions of local government.
6. Conduct surveys to determine the need for specialized community services.
7. Identify problems which are particularly acute to the poor and disadvantaged members of society.

E. Department of Corrections

1. Assist State institutions with cash grants (when funding permits) or supplies, and make certain that all inmates and patients are sheltered, clothed, fed, and cared for medically.
2. Provide medical, sanitary and laundry facilities to the public, whenever feasible.
3. Provide transportation and emergency equipment where needed, when possible.
4. Provide correctional officers to assist State, county and local law enforcement operations. This includes providing correctional officers of the DOC Special Operations Group
5. Establish temporary jail facilities near disturbance areas to house and protect prisoners taken into custody during the disturbance.
6. Coordinate the transportation and safeguarding of prisoners.

F. Department of Education

1. Conduct and coordinate damage assessment surveys of department-owned buildings, private and public primary and secondary educational institutions, facilities and equipment.
2. Gather information and data concerning disaster-related disruption of public and private primary and secondary educational systems.

G. Department of Environmental Protection

1. Investigate complaints identified by local officials concerning possible contamination of public water supplies.
2. Maintain ability to respond to any emergency situation by providing appropriate equipment, including fire fighting apparatus, radiation protection devices, and water and air quality testing machinery.
3. Provide law enforcement in State Parks and recreation areas adjoining any civil disturbance.

H. Department of Health

1. Coordinate stateside health and sanitation operations including the monitoring of health situation reports from county and municipal health officials.
2. Initiate request for assistance from federal and private health agencies and establish liaison with federal, state, and private health agencies.
3. Coordinate the acquisition of medical and health personnel, equipment and supplies.
4. Conduct inspections and enforce standards pertaining to the safety of food, drugs and milk at mass feeding centers, markets, restaurants, and food and drug processing plants.
5. Analyze potable water samples

I. Department of Higher Education

Provide coordination of campus police services and other campus emergency services.

J. Department of Human Services

1. Mobilize and coordinate all governmental welfare resources within the state.
2. Provide emergency welfare assistance to eligible individuals and families in the form of cash grants or necessary essentials including the emergency distribution of food stamps.
3. Provide counseling to families and individuals in adjusting to the emergency or crisis.
4. Administer public assistance and food stamps program.
5. Provide assistance for recording and reporting displaced individuals.
6. Provide emergency shelter, feeding, medical, sanitary and laundry facilities, emergency bus transportation, equipment and supplies, whenever feasible.

K. Department of Insurance

Establish an Emergency Task Force, which would provide professional advice relating to insurance problems at the disturbance site. Provide manpower to assist citizens in various insurance matters.

L. Department of Law and Public Safety

1. Receive and transmit warnings regarding emergency situations.
2. Provide emergency communications with appropriate agencies in 'affected areas.
3. Supervise and maintain law and order and assist local police in disaster areas.
4. Assist in examination of buildings, roads, bridges, tunnels and areas regarding hazardous conditions.
5. Provide helicopter and motor vehicles for emergency evacuation, relocation, search and rescue and damage assessment operations.
6. Provide emergency first-aid treatment to injured and sick personnel.
7. Assist with traffic control.
8. Assist in the movement of hazardous materials on State highways.
9. Facilitate the movement of oversize and excess-weight construction vehicles to and from affected locations.
10. Provide advice to appropriate State agencies regarding the disturbance and emergency conditions and the legal implication of the available alternatives.
11. Draft emergency Executive Orders and suggested legislation to implement necessary governmental action.
12. Provide legal and investigative assistance and advice in criminal and civil matters.

M. Department of Military and Veterans' Affairs

1. Provide military type communications for the disturbance area.
2. Provide personnel and equipment for emergency debris clearance and repairs.
3. Execute emergency medical evacuation by air and ground.
4. Conduct both aerial and ground search and rescue.
5. Provide emergency field type kitchens for mass feeding and portable water for drinking and cooking.

6. Conduct emergency first aid treatment by medical personnel.
7. Assist in the maintenance of law and order, through traffic control, prevention of looting, and riot control, etc.
8. Augment emergency cleaning and limited repairs to street, roads, and bridges.
9. Provide limited emergency power supply.

N. Department of Personnel

1. Coordinate the requisitioning and assigning of various type personnel from appropriate State Departments.
2. Requisition personnel for short-term work from the various employment offices throughout the State depending on the location of the emergency.

O. Department of Public Advocate

1. Provide legal representation, investigation, and counseling to disturbance victims in their dealings with State, county and municipal agencies.
2. Provide legal representation to persons charged with criminal offenses during an emergency through the Office of the Public disorders and emergencies.

P. Board of Public Utilities

1. Monitor Cable Television availability for emergency information broadcast.
2. Authorize emergency allocation, Extension, re-direction or curtailment of petroleum products, electricity, gas, water, telecommunication or solid waster disposal services, pursuant to its statutory authority.
3. Receive outage information from the utility companies and energy companies and transmit the information to the State Director, Office of Emergency Management. This information will include the extent of damage, numbers of customers affected, the number of sites lost; whether in whole or in part, and estimates as to the amount of time required to put each site back in operation.

Q. Department of State

Provide State and local officials with copies of previous emergency proclamations.

R. Department of Transportation

1. Conduct essential public, rail, bus and air transportation facilities.

2. Develop information on damages caused by the disturbance resulting in the disruption of services to key air, rail, bus systems and related equipment and facilities.
3. Reopen, repair and reconstruct damaged highways, bridges and facilities.
4. Provide cones, barricades, traffic control equipment and Personnel to secure geographical area.
5. Provide coordination with the New Jersey Transit Corporation for utilization with law enforcement personnel

S. Department of the Treasury

1. Act as liaison in the rental of heavy construction equipment.
2. Develop sources of materials such as blankets, clothing and other supplies.
3. Provide information on State-owned and leased properties for use as command centers or mass care facilities.
4. Obtain data and information concerning estimated revenue losses attributable to the effects of large scale civil disorders.
5. Assign or assist in the assignment of State-owned vehicles.
6. Administer the allocation of available funds to State agencies for use in authorized disturbance assistance activities.