

Louisville Metro Police Department

<h2>Standard Operating Procedures</h2>	SOP Number: 1.13
	Effective Date: 07/10/22
	Prv. Rev. Date: 05/29/23
	Revised Date: 09/07/23
Chapter: Departmental Organization	Accreditation Standards:
Subject: Night Commander	

1.13 NIGHT COMMANDER

1.13.1 POLICY

The Night Commander is a position of the rank of lieutenant and reports directly to the Assistant Chief of Police/Patrol Bureau (Lieutenant Colonel). The function of the Night Commander is intended to:

- Provide the presence of an on-duty command level supervisor during the evening/late watch hours.
- Oversee field operations and provide command level supervision at all significant events and critical incidents, wherein a division-level lieutenant or above is not present.
- Make necessary decisions and issue appropriate orders pertaining to the night operations of the department in the absence of other command level supervision, with the rank of lieutenant or above, in the affected division.
- Act in a manner that maximizes employee safety and maintains the normal development of operational activities.

1.13.2 RESPONSIBILITIES

The Night Commander will be notified by MetroSafe and/or a commanding officer within the affected division of all significant events in a timely manner. The Night Commander is responsible for ensuring that all employees under their direct supervision at the scene of a significant event are performing in accordance and compliance with the department's Standard Operating Procedures (SOPs). If necessary, the Night Commander will make decisions and issue orders pertaining to police operational activities. Other responsibilities include, but are not limited to, the following:

- The Night Commander will coordinate with MetroSafe at the beginning of each tour of duty and provide their name and cell phone number.
- While on the scene of a major incident, the Night Commander may be the liaison between the department and the media and should consult the Media and Public Relations Office regarding any media requests for interviews or statements.
- The Night Commander will not provide any statements to the media without first consulting with the Media and Public Relations Office or a member of the executive command staff. All protocol for releasing information will follow the guidelines as instructed by a member of the Media and Public Relations Office.
- Upon the completion of their tour of duty each night, the Night Commander will submit a written report to the Chief's staff that identifies the divisions that were visited and details any significant events.
- The Night Commander will call the Patrol Bureau Commander and Patrol Division Major directly on all critical incidents where an officer is killed or seriously injured in the line-of-duty; where deadly force is used resulting in a death or serious bodily injury; any incident involving the death or serious bodily injury of LMPD civilian personnel; or any incident that may result in high-profile media attention.
- The Night Commander will respond to the scene of each major incident and document the incident on the Night Commander's report.

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1.13.2 RESPONSIBILITIES (CONTINUED)

- The permanent Night Commander will be assigned as Car 10 and will actively monitor the patrol radio channels.

1.13.3 SCHEDULE

The normal duty hours for the permanent Night Commander will be Monday through Friday, from 1800 to 0200 hours. A temporary Night Commander will be assigned on Saturday and Sunday, from 1800 to 0200 hours, and in the absence of the permanent Night Commander to allow for off-days, personal/vacation leave, training, etc.

The Night Commander will identify a replacement if a scheduling conflict exists between the scheduled Night Commander's duties and other commitments. If the Night Commander is unable to serve as scheduled, they will coordinate with another commander to serve as their replacement with the approval of the Assistant Chief of Police/Patrol Bureau.

TEMPORARY NIGHT COMMANDER

The Assistant Chief of Police/Patrol Bureau, and/or their designee, will complete and disseminate a six (6)-month assignment schedule for the temporary Night Commanders. This schedule will include allowances for the Night Commander's off-days, personal/vacation leave, training, and for any other type of approved leave. The temporary Night Commanders will use their assigned radio numbers and actively monitor the patrol radio channels.

1.13.4 NOTIFICATION AND RESPONSE

The Night Commander will be notified by MetroSafe and/or by a commanding officer within the affected division of any significant event within a timely manner. In the absence of a commanding officer with a rank of lieutenant or above, the Night Commander Lieutenant will notify the Patrol Bureau Commander and Patrol Division Major of the following events:

- Police chase or vehicle pursuit
- Officer needs assistance/in trouble (10-30)
- Fatal/life-threatening traffic accident
- Homicide or suspected homicide
- Non-fatal shooting
- Kidnapping
- Terrorist activity
- Bomb threat, a suspected bomb, or a suspicious package is located
- Incident involving a hazardous material/HAZMAT
- Incident that requires a Special Weapons and Tactics (SWAT) Team/Hostage Negotiation Team (HNT) protocol response

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1.13.4 NOTIFICATION AND RESPONSE (CONTINUED)

- Civil disturbance and/or riot
- Barricaded suspect or hostage situation
- Firearms discharge involving a police officer that results in death, injury, or property damage
- A member is injured and requires medical treatment
- An occurrence that will generate media (i.e., television, radio, newspaper) coverage
- A member (sworn or civilian) is involved in an incident requiring police intervention
- Missing child (12 years of age or younger) or a missing vulnerable adult with health/mental issues and/or a developmental disability
- Incident involving the “natural” death of a human
- An unusually high number of pending calls for service in any one (1) area/division
- A claim of diplomatic immunity or political asylum

1.13.5 ON-SCENE COMMAND AND CONTROL

The Night Commander will oversee any significant incident to which they are required to respond, until relieved by a commander of equal or higher rank. Conflicts of rank will be resolved in the following manner:

- If a division commander is present at the scene of an incident within their area of responsibility, the division commander’s decision will prevail. The Night Commander will assume the role of assistant Incident Commander (IC).
- If a conflict should occur between the Night Commander and another commander of equal rank, who is not the division commander, the Night Commander’s decision will prevail. This does not include situations involving an IC where the Incident Command System (ICS) has been activated.
- If a conflict should occur between the Night Commander and a police commander of a higher rank, the Night Commander will defer to the higher-ranking commander and note the incident in a memorandum to the Assistant Chief of Police/Patrol Bureau.