



GENERAL POLICE ORDER CLEVELAND DIVISION OF POLICE



EFFECTIVE DATE: MARCH 1, 2002	REVISED DATE:	NO. PAGES: 1 of 2	NUMBER: 9.1.05
SUBJECT: CAD PREMISE / HAZARD FILE			
ASSOCIATED MANUAL:		RELATED ORDERS:	
CHIEF OF POLICE: <i>Edward F. Lohn, Chief</i>			

PURPOSE: The CAD Premise/Hazard File (P/H File) can alert responding officers to noteworthy items at a specific address.

POLICY: The Cleveland Division of Police shall use the CAD Premise/Hazard File to enhance officer safety and provide efficient future police response. The Communications Control Section (CCS) shall maintain the P/H File. Fire and Emergency Medical Service (EMS) has the ability to share, add, delete or change information in this file. Officers with knowledge, of a potentially hazardous location or about a person at a particular address, that may be helpful for subsequent responses, shall submit the information for entry in the P/H File.

PROCEDURES:

- I. Premise Information** includes information about a business or a residence for responding officers. It may include, but is not limited to:
 - A. Owner information
 - B. Emergency contact information
 - C. Past point(s) of entry
 - D. Physical challenges of occupants (i.e. hearing impaired or immobile)

- II. Hazard Information** includes address information to alert responding officers of a potential hazard. It may include, but is not limited to:

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- A. Dangerous person(s)
 - B. Information on weapon(s)
 - C. Criminal history
 - D. Threats made against a police officer, fire fighter, paramedic or public official
 - E. Hazards of a non-criminal nature i.e. vicious animal
- III.** A Form - 1 (Appendix) shall be completed and forwarded to the CCS. Concise and accurate information shall include:
- A. The exact address of the business or residence (include apartment number, up, down, rear, side, etc.)
 - B. Description of person(s) or hazard(s)
 - C. Name and telephone number of an emergency contact(s)
 - D. A "Purge Date" to indicate when the information should be deleted from the system
 - E. Other divisions or agencies that may be affected by this information
 - F. Source of the information (officer's name, badge number, and assignment)