

# FORMAT FOR A RURAL SAFETY STATION ACTIVATION PLAN

## 1. OBJECTIVE

To develop a standardized integrated activation plan at station level which will enhance effective and efficient response to identified priority crimes through multi-disciplinary approach.

## 2. CRIMES WHICH WILL DETERMINE THE ACTIVATION PLAN

- Contact crime (Crimes against the person)
  - Murder, Sexual offences, Assault GBH & common & Robbery including car-jacking's, truck hijackings, Robbery of cash in transit, robbery at residential and non-residential premises.
- Contact related crimes
  - Arson and Malicious damage to property

## 3. THE ANALYSIS FROM THE CRIME INFORMATION OFFICERS (CIO)/MANAGEMENT INFORMATION CENTRE (MIC) OF THE POLICE STATION

- 3.1 The analysis from the CIO/MIC of the police station TO guide the deployment of operational members in terms to crime threat and pattern analysis

## 4. STATION GEOGRAPHICAL DESIGN

- 4.1 Geographical survey of hotspots for identified crimes and prioritise hotspots.

### *Contact crime*

HOTSPOTS	PEAK DAYS	TIME THE INCIDENT ACURRED

### *Contact related crime*

HOTSPOTS	PEAK DAYS	TIME THE INCIDENT ACURRED

**5. ACTIVATION PROFILE**

**5.1 Role Players:**

**5.1.1 SAPS:**

**STATION**

<b>RANK/NAME</b>	<b>STATION</b>	<b>OFFICE NUMBER</b>	<b>CELL NUMBER</b>
	Station Commander		
	Head: VISPOL/Policing		
	Head: Detective Services		
	Duty Officer		
	Shift Commander		
	CSC Commander		
	CIO		
	Media Liaison Officer		

**5.1.2. CLUSTERS**

<b>RANK/NAME</b>	<b>CLUSTER</b>	<b>TEL. OFFICE</b>	<b>CELL NUMBER</b>
	Cluster Commander		
	Deputy Cluster Commander		
	Commander: Management Information Centre & Operational Coordination		
	Commander: Detective Service Coordination		
	Priority Committee for Rural Safety		
	Duty Officer		
	Media Liaison Officer		

### 5.1.3. PROVINCE

RANK/NAME	PROVINCE	TEL. OFFICE	CELL NUMBER
	Provincial Commissioner		
	DPC Policing		
	DPC Crime Detection		
	Prov: Head: CI		
	Prov Head: VISPOL		
	Prov Head: ORS		
	Prov Head: OCC		
	Prov Head: Crime Investigation Services		
	PROVJOINTS: Priority Committee: Rural Safety		
	Duty Officer		
	Media Liaison Officer		

### 5.1.4. ADDITIONAL RESPONSE/REACTION SERVICES IN THE AREA

RANK/NAME	UNIT	TEL. OFFICE	CELL NUMBER
	TRT		
	SPECIAL TASK FORCE		
	POP		

### 5.1.5. EXTERNAL LOCAL ROLE PLAYERS

NAME	DEPARTMENT/ORGANIZATION	OFFICE NUMBER	CELL NUMBER
	Organised Agriculture		
	Farm watch		
	Municipal and Traffic Police		
	SANDF		
	CPF Chairperson & members		
	CPF Patrollers		

	ESKOM		
	TELKOM		
	Security Companies <i>List companies in the area</i>		

#### 5.1.6. NEIGHBOURING POLICE STATIONS

RANK/NAME	PROVINCE	OFFICE NUMBER	CELL NUMBER

#### 5.1.7. PORTS OF ENTRY (POE)

COMMANDER	POE NAME	OFFICE NUMBER	CELL NUMBER

#### 5.2. ROAD CLOSURE POINTS AND RESPONSIBLE ROLE PLAYERS:

CLOSURE POINT	RESPONSIBILITY
<b>POINT 1</b> <i>Describe the place and provide GPS Coordinates</i>	<i>Allocate a responsible officer</i>

POINT 2	
POINT 3	
POINT 4	

**5.3 AVAILABLE LOCAL RADIO STATIONS (MEDIA):**

STATION NAME	LOCATION	OFFICE NUMBER	CELL NUMBER

**5.4. AIRSTRIPS/HELIPADS**

AIRFIELD/HELIPAD	CONTACT PERSON	CELL NUMBER

**5.5 Radio networks**

SAPS internal network

List any other the external networks used in policing & crime prevention

**5.6. Route Maps: Attached as follows:**

Attach the route maps of the police station area

**5.7 Coordinates of the farms/small holding**

Obtain the coordinates of the relevant farm or small holdings to provide to all vehicles in the area.

## **6. COORDINATING INSTRUCTIONS:**

### **6.1. COMMUNICATION OF THE PLAN**

The CSC within the Station where the Incident happened will activate the province through the Cluster OCC. The Cluster OCC will inform the PROVJOC.

The plan will be communicated to all disciplines during Station and Cluster JOINTS meetings.

All media enquiries to be dealt with the nominated communication official at the police station and the Commander must approve all statements.

## **7. ACTIVATION**

The plan will be activated for the determined crimes immediately after the crime occurred. The Station will activate the Cluster and the Cluster will activate the Province if the perpetrators have fled to another Cluster area or out of the Province.

## **8. COMMAND AND CONTROL**

First Responder will be in command and control of the scene until he/she can hand it over to the specialist taking over the scene.

The Shift Commander will be controlling the activation plan until the JOC is functioning.

## **9. OPERATIONAL COORDINATION**

The deployment for that current period must be reported to the Cluster OCC and Prov OCC for the purpose of centralised activation. Eg. If there is a security company or local traffic deployed in the precinct it needs to be communicated to the all officers involved.

## **10. MONITORING AND EVALUATION**

The plan will be evaluated after each activation by means of debriefing of all role players. The best practices and challenges will be discussed and the plan will be amended accordingly.

## **11. UPDATING OF PLAN**

A full review will be done every six months and the updated list of contact details be made available as soon as new information is at hand.

Rehearsals must be held every six (6) months.

## **12. ACTIONS BY ROLE PLAYERS**

### **12.1 PHASE 1-: ACTIONS BY THE VICTIM:**

- ❖ The victim calls for assistance on the radio or cellular phone by calling the emergency numbers from which is "112" for all networks (MTN, Vodacom and Cell C)
- ❖ Then phone the nearest neighbours on their additional provided cellular phone numbers.
- ❖ Give assistance to the injured and extinguish the field fires if there are any.
- ❖ Switch on all lights if it is during the night
- ❖ Secure the crime scene and avoid tampering with the crime scene (do not damage or remove any evidence).

### **12.2 PHASE 2-: ACTIONS TAKEN BY THE EMERGENCY CONTROL ROOM**

SAPD radio room – and Fire brigade (Emergency)

- ❖ **IMMEDIATELY as soon as possible collect valuable information and** send the Police vehicle as well as the required/relevant emergency personnel (Ambulance, Disaster Management and Fire Brigade) to the scene (don't wait to hear if there is any injuries or a fire or not)
- ❖ Contact the **GOCOC and duty officer**
- ❖ Contact the Detective duty officer and Uniform duty officer
- ❖ Comply with the orders then given by the Station / Duty officer as instructed.

### **12.3 PHASE 3-: ACTIONS OF THE DUTY OFFICER**

- ❖ Respond immediately to the area where the crime scene is, and activate all available SAPS members to search for the suspects, from the outside in, and in cooperation with the members of the public search the roads.
- ❖ Contact them in the meanwhile the nearest air support for assistance.
- ❖ Contact all surrounding Police Stations for assistance in the area around the crime scene for a look out on the roads.

### **12.4 PHASE 4-: ACTIONS OF THE COMMUNITY**

- ❖ The backup approach recommended is that farmers to approach the scene not alone, mobilise for backup before approaching the crime scene two farmers that is closest to the farm must rush to the crime scene for assistance. The one farmer must wait for the other one so that both of them can reach the farm on the same time. Be aware for an **AMBUSH**. If these two farmers need to conduct first aid, do so and inform the surrounding farmers.

- ❖ Move to the nearest public road as soon as possible on the closest public road where he/she can communicate with a radio or cell phone. Communication via radio is the best way of communication from a distance and everybody around the scene can hear what he/she has to say and vice versa. If you do not have a radio, the Mobile networks (Cell phone) SMS- system or Whatsapp are also good ways of communicating if any new information was discovered.
- ❖ Talk clearly and calmly. Try not to talk with excitement because then you don't talk clearly and you talk too fast. The important information then gets lost. Nobody will then be able to hear or understand you.

**APPROVED:**

**STATION COMMANDER**

**Date:**