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# Comprehensive Emergency Management Plan

## 202.1 PURPOSE AND SCOPE

This policy clarifies the role of the Greece Police Department and responsibilities of its members pertaining to large-scale emergencies and the New York Division of Homeland Security and Emergency Services (Executive Law § 20 et seq.).

This policy also recognizes the need to ensure the Greece Police Department can continue to provide its essential functions and perform its primary mission during an emergency.

## 202.2 POLICY

The Greece Police Department will prepare for large-scale emergencies within and outside its jurisdiction through planning and mutual cooperation with other agencies.

The Town Comprehensive Emergency Management Plan (CEMP), including the Department Continuity of Operations Plan (COOP) complies with Executive Law, Article 2-B. The plans provide guidance for Town emergency operations within and outside its borders as may be required.

[See attachments: Town of Greece CEMP 2019](#) ; [Greece PD COOP-2019](#)

## 202.3 DEPARTMENT RESPONSIBILITIES

In the event police assistance is needed during an emergency by another police agency, members of the Greece Police Department may be assigned to provide services as stated in the Mutual Aid Provisions within the Town's Emergency Preparedness Plan (EPP) or in the Outside Agency Assistance Policy.

In the event the Greece Police Department requires police assistance during an emergency, assistance may be requested as stated in the Town of Greece Emergency Preparedness Plan, the Greece PD-NY COOP Plan, or in the Outside Agency Assistance Policy.

## 202.4 ACTIVATING THE COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

The Comprehensive Emergency Management Plan can be activated in a number of ways. For the Greece Police Department, the Chief of Police or the highest ranking on-duty supervisor may activate the Comprehensive Emergency Management Plan in response to a major emergency.

Upon activation of the plan, the Chief of Police or the authorized designee should contact the Town Supervisor and/or their designee to assist with mutual aid response from local, state and federal law enforcement agencies (Executive Law § 29-b).

### 202.4.1 RECALL OF PERSONNEL

In the event that the Comprehensive Emergency Management Plan is activated, all employees of the Greece Police Department are subject to immediate recall to service. Employees may also be subject to recall during extraordinary circumstances as deemed necessary by the Chief of Police

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or the highest ranking on-duty supervisor. See the Emergency Mobilization Plan: [Procedures and Training Content - 1202.1 EMP](#)

Failure to promptly respond to an order to report for duty may result in discipline.

#### **202.5 LOCATION OF THE COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

Copies of the Comprehensive Emergency Management Plan and the Department COOP Plan are available in the Office of the Chief, chapter 12 of the procedure/training manual, and in a secure folder on the network. All supervisors should familiarize themselves with the plans and the roles members will play when the plan is implemented. The Operations Deputy Chief should ensure that department members are familiar with the roles they will play when the plan is implemented.

#### **202.6 COMPREHENSIVE EMERGENCY MANAGEMENT PLAN REVIEW**

The Chief of Police or the authorized designee shall review the Comprehensive Emergency Management Plan and COOP Plan at least once every two years and ensure that the plan conforms to any revisions made by the National Incident Management System (NIMS). The Chief of Police or the authorized designee should appropriately address any needed revisions.

The Comprehensive Emergency Management Plan and the COOP Plan shall be submitted to the Monroe County Office of Emergency Preparedness by December 31st of each year to facilitate state coordination of disaster operations (Executive Law § 23).

#### **202.7 TRAINING**

The Department should provide annual training on the Comprehensive Emergency Management Plan and the COOP Plan for all supervisors and other appropriate personnel. All supervisors should familiarize themselves with the Comprehensive Emergency Management Plan and personnel responsibilities when the plan is implemented. Training should incorporate a full or partial exercise, tabletop or command discussion.