

	STANDARD OPERATING PROCEDURE State Form 39870(R/S-06)	Reference Number SOC-009
	Subject Hostage/Crisis Negotiators	
	Special Instructions Replaces ENF-065 dated January 1, 2012	Effective Date March 1, 2015

I. PURPOSE

Establish guidelines for the utilization, selection, and training of ISP police employees as Department hostage/crisis negotiators (HCN).

II. POLICY

Hostage/Crisis Negotiators shall provide the Department with the capability of reacting to and resolving situational emergencies that require individual negotiation and contact with persons under extreme mental and physical stress in potentially life threatening situations.

III. PROCEDURE

A. Whenever any of the Department’s SWAT Teams are activated the respective regional hostage/crisis negotiator team leader shall be notified and the appropriate negotiation team members activated, if deemed necessary, by the area commander.

B. The appropriate region hostage/crisis negotiation team may be activated by the respective district whenever a hostage/crisis incident exists, by contacting the area commander.

IV. TEAM ASSIGNMENTS

The Special Operations Command (SOC) Commander shall determine the number of HCN teams, the number of team members per team, and the geographical breakdown of team assignments. All HCN assignment information shall be published in the HCN Operational/Training Manual.

V. SELECTION PROCESS (VACANCIES)

When a vacancy exists, the SOC Commander shall cause notification to all division, section, zone, area and district commanders of the vacancy by email a minimum of five (5) days prior to the closing date. Interested personnel shall submit a Specialty Team Application (Stock # 5P1308) with appropriate endorsements and recommendations, through channels, to the SOC Commander.

1. All applicants must:
 - a. Meet the minimum standards as defined in SOC-004;
 - b. Have the ability to withstand mental and physical stress over extended periods of time;
 - c. Have extensive interviewing and interrogation experience (preferred);

- d. Have experience in relating to all types of people (preferred); and
- e. Be able to successfully complete required HCN training.

2. After completion of the applicant interviews the applicable area commander shall consult with the HCN Commander and then make a recommendation to the SOC Commander.

3. The SOC Commander shall make the final selection and then notify the selected person, in writing, through the channels.

E. After selection the trainee shall work under the direction of the applicable team leader and observe operational details and train with team members; however, the trainee is not authorized to conduct any hostage/crisis negotiations until certified.

VI. TRAINING

A. Department HCN personnel shall be properly trained and utilized in accordance with the standards set forth in the Department's HCN Operational/Training Manual.

B. This procedure is to be used in conjunction with all relevant Department regulations, rules, policies, and procedures.