

Cut along dotted lines and fold.



## OIS Scene Checklist

24.3.1 Rev 09/20

### 1. Make Scene Safe

- Secure suspect.
- Address medical needs.

### 2. Initiate ICS

- Request additional supervisors as needed.
- Identify incident commander.
- Determine command post location.

### 3. Establish Outer and Inner Perimeter

- Assign log officer(s).

### 4. Identify Involved/Witness Officers

- Order not to discuss incident or review video.
- Separate and assign uninvolved companion (cannot be Guild Rep or Peer Support).
- Witness officers may remain grouped with a single uninvolved officer that must stay with the group.

### 5. Read PSS to Involved Officer(s) ASAP

- Document responses verbatim on PSS.
- Immediately act on information provided.
- Provide FIT with PSS upon their arrival.

### 6. Assign Another Sergeant to Identify Civilian Witnesses and Locate Private Video

- Request witnesses remain for FIT contact.
- If refused, attempt to identify and take audio statement.



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Other items of note:

- Continue recording with BWV and ICV until FIT commander orders deactivation.

**Exception:** Involved officers may turn off recordings to consult privately with an attorney.

- Make sure enough Peer Support personnel and union reps respond.
- Request a mobile precinct.
- Establish hospital guard as needed.
- Ensure all officers who arrived on call provide a statement. (Remind during demobilization)
- Patrol completes all paperwork related to criminal offense. (GO, Felony Statements, Arrest Screening, Superform, Hazard report, etc.)
- Have another sergeant review for the elements of the crime and approve reports.