

November 17, 2009

**PATROL BUREAU MEMORANDUM NO. 09-8**

**SUBJECT:** Notification of Significant Events

**RECINDS:** Patrol Bureau Memorandum No. 09-1

The Patrol Bureau Commander is to be notified of the following significant events:

1. The death or serious injury of a department member requiring hospital admittance or when a member causes serious injury or death to a person.
2. A member is suspended or otherwise relieved of duty pending further action.
3. A member discharges a firearm at a person.
4. An explosive device is found or is believed to exist but has not been located.
5. An arson or explosion causing significant property damage, serious injury or death.
6. Any major disaster or critical incident, e.g., tornado, flood, plane crash, civil disorder disorder, field force activation, Operation 100, etc.
7. An arrest, serious injury or death of a person of public prominence from other than natural causes.
8. A threat of violence against the Chief of Police, Police Board Member, elected official or a member of their immediate family.
9. An emergency landing of the police helicopter.
10. An incident involving police personnel, which may result in unusual media attention.
11. Crime reported involving government official, police commissioner or other person, who by their position in the community would create inquiries by the media.

**Commanders should exercise their discretion to contact the bureau commander under any other circumstances they deem appropriate.**

Deputy Chief Cy Ritter  
Patrol Bureau Commander

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