

**NEW CANAAN POLICE DEPARTMENT**

**SUBJECT:** AGENCY JURISDICTION, MUTUAL AID  
AND REGIONAL SERVICES



**GENERAL ORDER NUMBER:** 89-18-71

**FILE:** LIA 8

**ROLE & RESPONSIBILITIES**

**I PURPOSE/POLICY**

The purpose of this general order is to provide guidelines that relate to the Jurisdiction of the New Canaan Police Department and the provision and use of mutual aid and regional law enforcement services among agencies through cooperative agreements. The agreements enable the surrounding agencies to provide effective and coordinated assistance to each other in the event of a natural disaster, mass disorder or other emergency situations.

**II RESPONSIBILITY**

It is the responsibility of all departmental personnel to adhere to this general order. Additionally, it is the responsibility of the command and supervisory staff to insure compliance.

**III PROCEDURES (AGENCY JURISDICTION & MUTUAL AID)**

**A** A large map detailing the police department's jurisdictional area is located in the Communications Center.

**1.** In addition to the geographical boundaries of New Canaan, the map includes;

- a. Patrol Sectors
- b. Parks and Landmarks
- c. Schools, Town Hall

**2.** As part of their probationary training, each officer is instructed on the geographical boundaries of the Town of New Canaan by their Field Training Officer. Additionally, each officer shall receive an alphabetical street index which will be updated periodically.

**B** The police department shall have concurrent jurisdiction with the Connecticut State Police (Re: C.G.S. 29-7) and Railroad Police (Re: C.G.S. 29-19(b)) within the Town of New Canaan.

- C** Inter-agency cooperation is essential for law enforcement to be effective. The police department supports this concept and will assist any law enforcement agency who must exercise their authority within the Town of New Canaan.
1. The New Canaan Police Department will, within its jurisdiction, enforce state statutes and local ordinances and carry out all duties and responsibilities attributed to the police department by the Chief of Police and the Police Commission.
  2. New Canaan Police shall enforce the traffic ordinances of the town and traffic laws as defined by Connecticut General Statutes on all town and state highways within the town limits.
    - a. Generally, unless extenuating circumstances exist, the Connecticut State Police shall be responsible for investigating any accident or incident which occurs on the Merritt Parkway (RTE. 15) within New Canaan. The New Canaan Police Department will not actively patrol or investigate incidents which occur on this highway, unless requested by the Connecticut State Police and/or as other conditions may warrant.
  3. In any situation where a question arises concerning jurisdiction with another agency, the responding New Canaan Police Officer shall make every attempt to resolve the matter in the most professional manner possible, if this is not possible, the matter will be turned over to the shift supervisor for resolution.
- D** All Mutual Aid provided by the police department shall be in accordance with the guidelines established in C.G.S. 7-277a entitled Police Assistance Agreements. This statute governs the legal status and responsibilities of agencies acting under mutual aid agreements.
- E** In the event that another law enforcement agency contacts this police department and requests mutual aid, the Chief of Police and Commander of Operations shall be immediately notified of said request. They will be responsible for assessing the situation and determining what assistance, if any, will be made available to the requesting agency.
1. The safety and security of the citizens of New Canaan shall be the police department's first priority. Only the manpower and equipment which can be utilized without jeopardizing the town's safety will be spared.
  2. No commitment on the available resources shall be made without the approval of the Chief of Police, Commander of the Operations Division or designee.
- F** The Commander of the Operations Division shall be responsible for determining if a situation requires the assistance of a federal law enforcement agency. If unavailable, the Chief of Police or designee shall make the determination.
1. All requests for federal assistance will normally include, at a minimum, the following information;
    - a. The nature and location of the incident
    - b. The number of personnel and type of equipment needed, if known
    - c. The name, rank and location of the officer to which the assisting personnel shall report.

2. Federal agencies which may lend assistance include;
  - a. Federal Bureau of Investigation (F.B.I) - New Haven Office, Telephone 203-777-6311, 24 hours every day.
  - b. Alcohol, Tobacco & Firearms (ATF) - New Haven Office, Telephone 203-773-2060, 24 hours every day.
  - c. Drug Enforcement Administration (DEA) - Bridgeport Office, Telephone 203-579-5591, 24 hours every day.
  - d. Federal Aviation Agency (FAA) - MA Regional Office, Telephone 203-375-2018, 24 hours every day.
  - e. Treasury Department - New Haven Office, Telephone 203-773-2060, 24 hours every day.
  - f. Immigration & Naturalization - Hartford Office, Telephone 860-240-3129, 24 hours every day.

**G** An emergency may arise in which the resources available to the New Canaan Police Department are insufficient to safely or effectively handle the situation and may necessitate the assistance of the Connecticut National Guard. If so, the following procedures shall be implemented.

1. The Chief of Police or designee shall request the call-out from the First Selectman, or the highest elected official, if the First Selectman is unavailable. The First Selectman shall be responsible for contacting the Governor, who may order out that portion of the National Guard that he/she feels appropriate.
  - a. If said official is unable to communicate immediately with the governor, he/she may request assistance from the National Guard in accordance with the guidelines established in C.G.S. 27-18.

#### **IV PROCEDURES (REGIONAL SERVICES)**

**A** In order to facilitate cooperation and communication between area law enforcement agencies, the police department shall maintain constant communications with these agencies through the use of the "Hotline" radio frequency located in the Communications Center.

**B** The Connecticut State Police has established a Bureau of Identification pursuant to C.G.S. 29-11. The New Canaan Police Department participates in and cooperates with this statewide fingerprint system.

1. The bureau of identification shall be maintained for the purposes of,
  - a. "Providing an authentic record of each person sixteen years of age or over, who is charged with the commission of any crime involving moral turpitude."
  - b. "Providing definite information relative to the identity of each person so arrested."

- c. Providing a record of the final judgment of the court resulting from such arrest, unless such record has been erased pursuant to Section 54-124a and,"
  - d. "Maintaining a central repository of complete criminal history deposition information."
2. Said bureau, "shall receive, classify and file in an orderly manner all fingerprints, pictures and descriptions, including persons so arrested and shall classify and file in a like manner all identification material and records 'received' from state governments and subdivisions thereof, and shall cooperate with such governmental units in the exchange of information relative to criminals."
  3. The criminal information contained in this bureau may be accessed by this department. Additionally, the identification information obtained during the processing of an arrestee, excluding photographs, shall be submitted to the bureau of identification, (Re: General Order 88-4-48, Records).
- C** In addition to the State Police Bureau of Identification, the police department utilizes the Connecticut On-Line Law Enforcement Communications Teleprocessing (COLLECT) computer system. This system is a statewide criminal information system, which supplies information to include,
1. Wanted Persons
  2. Missing Persons
  3. Stolen Property
  4. Criminal History
  5. Additionally, the system is a porthole to information from the National Crime and Information Center (NCIC), National Law Enforcement Telecommunications System (NLETS), Interstate Identification Index (III) and other law enforcement databases.
- D** Each month the records unit is required to complete a National Incident Based Reporting System (NIBRS) Report. When completed, this report is forwarded to the State of Connecticut Department of Public Safety. The Department of Public Safety then reviews and analyzes the data received from this and all other law enforcement agencies throughout the state.

**V** **DISTRIBUTION**

This general order will be reproduced in electronic and traditional media. All sworn personnel shall have access to Department general orders through a read-only file on their individual domain of the Department's computer network. Printed copies and/or CD's will also be placed in locations throughout headquarters so that they are easily accessible to all personnel.

**VI EFFECTIVE DATE**

This general order approved by the Police Commission on  
May 17, 1989, and is effective June 5, 1989.

Revised June 1992

Revised July 2000

Reviewed April 2009

Per Order,

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Edward J. Nadriczny  
Chief of Police