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## Mobile Field Force

### 323.1 INTRODUCTION

It is important that all Department personnel understand the Mobile Field Force (MFF) concept, the procedures for assembling a Mobile Field Force, and be prepared to respond to any unusual occurrence in an organized, disciplined, and trained manner. Reference sections for MFF operations are found in the Field Operations Manual Sections 72 "*Motorcycle Strike Team*"; and 12 "*Crowd and Mob Control*."

*(This replaces OPM Section 71 Mobile Field Force)*

#### 323.1.1 MOBILE FIELD FORCE CONCEPT

The "Mobile Field Force Concept" was developed to provide an efficient and effective method to assemble, deploy, and control a platoon or squad sized tactical element from on-duty personnel. It can be used for both spontaneous and planned events that require the rapid deployment of personnel.

### 323.2 MOBILE FIELD FORCE (MFF) CONFIGURATION

[REDACTED]

Sergeants and Deputies assigned to MFF positions must be ready to deploy immediately. To do so, Squad Leaders are required to know who is in their squad and be able to contact them immediately.

### 323.3 "VIRTUAL" MOBILE FIELD FORCE CONCEPT

Pre-designated Mobile Field Force positions are identified on the Virtual Mobile Field Force Roster, which ensures MFF personnel are readily available at all times. This staffing concept is referred to as a "Virtual Mobile Field Force." Should a MFF component be required for local assistance or mutual aid, deputies assigned to the pre-designated MFF would be activated first.

The utility of the "Virtual" MFF lies in the increased level of readiness it provides the Operational Area. The "Virtual" MFF concept is merely a readiness measure. During normal day-to-day operations, personnel assigned to MFF positions are not required to do anything MFF related other than be aware of their responsibilities and be prepared to respond if activated. Shift Sergeants and supervisors are responsible for inputting assigned personnel information into the Virtual Mobile Field Force Roster and immediately updating the roster to reflect any changes due to modified hours, absence, reassignment, priority calls, etc. The shift or scheduling Sergeant has the discretion to replace the Member with other available personnel.

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MFF rosters are a compilation of the personnel assigned to dedicated MFF positions. They must, however, ensure that the dedicated Mobile Field Force positions on the Virtual Mobile Field Force Roster are staffed. This should be done by realigning existing personnel and not by using overtime. All information shall be entered no later than [REDACTED]

[REDACTED] Department Commanders will review the rosters to confirm the information is updated, complete and all positions are filled.

### 323.3.1 ACCESSING THE MOBILE FIELD FORCE ROSTER

1. [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]
  - [REDACTED]

### 323.4 SPECIFIC MISSIONS

1. Response to natural disasters
2. Conventional crowd management
3. High profile patrol operations
4. Evacuation
5. Security/Patrol of evacuated areas and critical facilities
6. Jail disturbances
7. Force Protection
8. Mass arrest/processing
9. Mutual Aid requests

#### 323.4.1 SELECTION OF STAGING LOCATIONS

- [REDACTED]
- [REDACTED]
- [REDACTED]

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■ [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**323.5 INCIDENT ACTION PLANS (IAP)**

Virtual Mobile Field Force squads can be included in the Incident Action Plan (IAP) for a planned event. They can be listed in an IAP as a source of additional law enforcement resources in an emergency. The appropriate chain of command must authorize the use of their personnel before they can be included in an IAP.

**323.5.1** [REDACTED]

[REDACTED]  
[REDACTED]

■ [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

■ [REDACTED]  
[REDACTED]

■ [REDACTED]  
[REDACTED]

■ [REDACTED]  
[REDACTED]  
[REDACTED]

■ [REDACTED]  
■ [REDACTED]  
■ [REDACTED]  
■ [REDACTED]  
[REDACTED]

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**323.5.3 RADIO DESIGNATIONS**

[REDACTED]

[REDACTED]

- [REDACTED]
- [REDACTED]

[REDACTED]

[REDACTED]

**323.5.4 ACTIVATION**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**323.6 MOBILE FIELD FORCE COMMAND STRUCTURE**

The Department Commander shall be responsible for the following:

1. Review the MFF Roster at the beginning of each shift. Contact squad leaders to address any concerns.
2. Activate and deploy MFF squads as needed.
3. Activate a Staging Manager if needed.
4. Be prepared to deploy as the MFF Leader if needed.
5. Be responsive to the needs of the deployed MFF (logistics and planning for multiple operational periods).

**323.6.1 MOBILE FIELD FORCE LEADER**

- [REDACTED]
- [REDACTED]

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#### 323.6.2 SQUAD LEADER

1. Review the MFF Roster and make any needed changes. Contact the personnel assigned to their squad and confirm they are prepared for a MFF deployment. Obtain cell phone numbers of their squad Members so they can be contacted quickly.
2. Collect starting and ending mileage for the vehicles used by the Members of their squad.
3. Collect start and end times for all personnel in their squad.

#### 323.6.3 DEPUTY/INVESTIGATOR

1. Personnel assigned to Dedicated Mobile Field Force positions must confirm their squad designation and the name and contact information of their MFF Squad Leader.
2. Personnel assigned to Dedicated Mobile Field Force positions must have the appropriate gear. Refer to the below section titled "Required Individual Equipment" for further details.

#### 323.6.4 STAGING MANAGER

1. Any sworn Member of the Department can serve as a Staging Manager.
2. The Staging Manager shall coordinate and organize responding MFF personnel.
3. The Staging Manager shall organize the personnel into their platoons and accurately record the MFF personnel deployed.
4. The Staging Manager shall liaison with the Department Commander.
5. The Staging Manager can deploy with the MFF and can be assigned any position at the discretion of the Department Commander, MFF Leader, or Squad Leader.

#### 323.6.5 FIELD BOOKING TEAM

- [REDACTED]
- [REDACTED]

#### 323.6.6 REQUIRED INDIVIDUAL EQUIPMENT

All supervisors and deputies responding to a Mobile Field Force incident shall be required to have the following:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

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- [REDACTED]
- [REDACTED]
- [REDACTED]

### 323.6.7 LOGISTICS TRAILER

- [REDACTED]
- [REDACTED]

### 323.7 REQUIRED DOCUMENTS/FORMS

1. ICS 204- Command Unit/Assignment List (*Downloadable under OCSD Intranet, Knowledge Center, Forms-Document Center*)
2. ICS 214- Unit Log (*Downloadable under OCSD Intranet, Knowledge Center, Forms-Document Center*)
3. OCSD- Patrol Log

**Note: The following checklists are meant to serve as a helpful guide only. Department personnel should only use them if needed.**

#### 323.7.1 ICS 204 - DIVISION UNIT/ASSIGNMENT LIST

See attachment: [ICS 204-Division Unit-Assignment List.JPG](#)

#### 323.7.2 ICS 214 - UNIT LOG

See attachment: [ICS 214-UNIT LOG.JPG](#)

#### 323.7.3 FIRST RESPONDER CHECKLIST

The first officer at the scene of an emergency is responsible for establishing on-scene command, broadcasting a situation assessment, setting up a command post, requesting necessary personnel and equipment, and designating a Staging Area for responding personnel. To accomplish these tasks, the first responder (or field supervisor) must assume command responsibility, assign missions, gather intelligence, and delegate tasks as necessary to establish control until relieved.

#### **Situation Assessment:**

A situation assessment is that information developed by the first officer at the scene of an emergency and is basic intelligence transmitted to the communication center, and then additionally conveyed to other concerned agency elements concerned with the control of the event. Situation assessments should be updated as the event changes and control measures are implemented to return the situation to normal. The initial situation assessment should include:

1. Type of emergency
2. Location of emergency
3. Type of structure/vehicles involved
4. Size of area involved

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5. Number of additional officers required
6. Incident Command Post location
7. Staging Area locations
8. Access routes for emergency vehicles
9. Assistance required (e.g., ambulance, fire, public utility)
10. Number and type of casualties/injuries

Once the situation assessment has been completed, the first responder (as Acting Incident Commander) can direct attention to control measures related to the event. These would include:

1. Establish a journal/log for recording major activities
2. Establish a communication link with the communications center
3. Request personnel and equipment resources needed for the control of the event

Assign personnel to staff ICS functions:

1. Operations
2. Planning/Intelligence
3. Logistics
4. Finance/Administration

Develop and implement an operations plan which may include:

1. Perimeter control provisions
2. Interior patrol provisions
3. Evacuation procedures
4. Liaison with other emergency agencies
5. Traffic control plans
6. Mobilization of on-duty personnel
7. Mutual Aid contingencies

An agency's role at the scene of disasters and other emergencies may be to support the local fire department or other emergency response force. The first responder (Incident Commander) can be of assistance by providing the following:

1. A liaison officer to the Fire Commander or other Command Staff
2. Control of emergency vehicle access routes
3. Perimeter traffic control
4. Evacuation, if necessary

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#### 323.7.4 INCIDENT COMMAND POST CHECKLIST

This checklist assists the first responder and field supervisors in establishing an Incident Command Post (ICP). The guidelines are flexible and can be modified to deal with specific field situations. The purpose of a command post is to:

1. Establish a facility that is strategically located to command the overall operation of the emergency
2. Maintain centralized and systematized communication
3. Logistically monitor and regulate personnel and equipment needs
4. Acquire, analyze and properly distribute intelligence and other relevant information
5. Coordinate activities with associated agencies

#### Incident Command Post (ICP) Selection Factors:

1. Strategically, but safely, located
2. Accessible to responding personnel
3. Defensible against crowds, snipers, fire bombs, etc.
4. Sufficient space for responding personnel and equipment
5. Accessible to restroom facilities
6. Have communication capabilities or access to telephones, radio, television, microwave, etc.
7. Accessible to electricity and water service
8. Contain structures for personnel briefing and protection against weather
9. Storage space and area for vehicles available



- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

#### Establish Command Post:

1. Notify communications, Commander/Chief, and responding units of Command Post location and staging area if at another location
2. Request sufficient personnel for Command Post
3. Identify routes to Command Post/Staging Area
4. Appoint Command Post staff, as needed:



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- (a) Radio Operator
  - (b) Command Post Scribe
  - (c) Personnel Officer to make assignments
  - (d) Logistics Officer to receive/issue equipment/vehicles
  - (e) Planning/Intelligence Officer to gather information
  - (f) Command Post Security Officer for perimeter security
  - (g) Public Information Officer
5. Additional assistance needed:
    - (a) Air support
    - (b) Mutual Aid
    - (c) Fire Department
    - (d) Ambulance/Paramedics
    - (e) Red Cross
  6. Identify radio frequency to be used
  7. Identify and isolate Command Post area with ropes or barrier tape
  8. Identify an area for Public Information Officer to coordinate news media activities
  9. Maintain open lines with communication center
  10. Keep all concerned personnel briefed as to status of problem
  11. Notify other concerned agencies:
    - (a) Hospitals
    - (b) Public Agencies
    - (c) Other jurisdictions requiring information

### 323.7.5 FIRES CHECKLIST

This checklist is intended to assist the field supervisor in the initial stages of a fire. These guidelines are flexible and can be modified to deal with specific field situations. Generally, the Incident Commander will be from the fire service and law enforcement will assume a support role.

#### **Situation Assessment:**

Ensure that a Situation Assessment has been prepared by field units and has been communicated to the communications center. It should contain:

1. Location of emergency
2. Size of involved area, actual and potential
3. Apparent direction of the fire
4. Type of area (e.g., business, residential, hillside, etc.)

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5. Ingress/egress routes for emergency vehicles
6. Additional law enforcement personnel needed
7. Location of staging area
8. Location and radio designation of Command Post

### **Liaison:**

1. Establish liaison with fire command

### **Deploy personnel to:**

1. Maintain ingress and egress routes for emergency vehicles
2. Establish perimeter control, keeping unauthorized vehicles and pedestrians out of involved area
3. Establish anti-looting security patrols for evacuated areas within the perimeter
4. Conduct an evacuation, if required
5. Relieve (demobilize) personnel as activity is reduced
6. Maintain a unit log

### **323.7.6 HAZARDOUS MATERIALS INCIDENT CHECKLIST**

This checklist is intended to assist the field supervisor with the initial stages of a spill or release of a hazardous material (Haz Mat) substance or waste. These guidelines are flexible and can be modified to deal with specific situations.

### **Special Considerations:**

1. Be aware of and avoid self-contamination
2. Do not drive thru the contaminated area
3. Do not eat, drink, or smoke near the area
4. Do not use flares. Request barricades for traffic blocks
5. Do not touch any substances or articles involved. Treat all as contaminated until otherwise determined
6. Stay upwind of scene. Monitor wind direction changes
7. Gas masks do not filter toxic vapors
8. Keep all non-emergency personnel away from scene
9. Do not permit unauthorized clean up of hazardous materials such as wash downs, dilution etc. These mitigation measures should only be undertaken by trained and equipped haz mat technicians or specialist

### **Situation Assessment:**

1. Type of accident, type of premises, vehicles involved
2. Location of incident, size of involved area

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3. Direction of fluid or vapor travel
4. Property and/or vehicle owner's name
5. Placard information, color of smoke, description of odor
6. Name of substance, if known
7. Determine health hazards
8. Symptoms of injured persons, number of injured
9. Weather conditions wind direction, speed, and any expected changes
10. Degree of danger at site, potential danger to surrounding area, city, and emergency crews
11. Ingress/egress routes for responding emergency personnel
12. Command Post and staging area locations

### **Initial Response:**

1. Immediately request local fire service, haz mat response team, and emergency medical units (advise safe ingress)
2. Close immediate area
3. Establish perimeter control
4. Providing liaison with fire service and other emergency response units (e.g., hazardous materials team)
5. Establish command post upwind of location
6. Coordinate activities with other emergency response units
7. Maintain log of activities

### **Evacuation:**

1. Give situation estimate to Incident Commander
2. Decision to evacuate should be made by Incident Commander
3. Develop plan to evacuate
4. Establish command post to coordinate evacuation
5. Determine evacuation facilities for evacuees

### **Contaminated Personnel:**

1. Isolate from non-contaminated personnel
2. Follow established hazardous materials decontamination procedures
3. Note: Some hazardous materials react with water. Seek the advice of a qualified hazardous materials technician/specialist

### **Additional Notifications:**

1. The Governor's Office of Emergency Services on all incidents

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2. Fish and Game, on threat to natural wildlife
3. US Coast Guard if waterways involved
4. CHP if state highway
5. Administering agency
6. Appropriate county, state, and federal agencies, i.e. EPA
7. FBI, if terrorism or weapons of mass destruction are suspected

### **Incident Investigation:**

1. Collect information for incident reporting should not begin until area has been decontaminated; however, evidence should not be disturbed until evaluated and recorded
2. May be jointly conducted with other involved agencies
3. Should provide all available information and assistance to other agencies

### **323.7.7 AIRCRAFT CRASH CHECKLIST**

This checklist is intended to assist the field supervisor with the initial response to an aircraft crash. It is recommended that unified command be established to ensure a coordinated response with other involved agencies. Local law enforcement will generally not have an investigative responsibility for aircraft crashes, but will provide perimeter control, site security, evidence protection, and facilitate response with the fire service, medical-rescue, and federal authorities that have investigative responsibility.

### **Situation Assessment:**

Ensure that a situation estimate has been obtained and communicated to the communication center and that it contains the following information:

1. Location of accident
2. Type of structure involved
3. Type of aircraft involved: military or civilian, passenger or cargo, helicopter or jet, private or commercial
4. Class of aircraft: single engine or multiple
5. Number of injuries and deaths if known
6. Additional assistance needed: police, fire, medical, military, etc.
7. Location of Command Post and Staging Area
8. Best available ingress/egress routes for emergency personnel and vehicles

### **Special Considerations:**

1. Approach from up wind
2. Do not approach on same path as aircraft

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3. Avoid breathing smoke, possible toxic materials
4. Potential for fire/explosions
  - (a) Military aircraft may contain weapons, ammunition, ejection seats
  - (b) No smoking or flares
5. Crash site security, adequate control to keep unauthorized persons from the scene
6. Traffic control, crowd control, perimeter control (keep a 2,000 foot clearance)
7. Evacuation (at least 2,000 feet upwind)

### **Crash Site Management:**

1. Establish Command Post
2. Restrict air traffic over scene
3. Establish liaison with incident commander
4. Identify all witnesses, obtain following data:
  - (a) Time of crash
  - (b) Location of witnesses at time of crash
  - (c) Weather at time of crash
  - (d) Aircraft direction in flight
  - (e) Aircraft fire in flight
  - (f) Explosion prior to crash
  - (g) Location of objects falling from aircraft prior to crash
  - (h) Impact angle and position of survivors
  - (i) Anything removed from scene and by whom
5. Deceased or injured victims may be displaced by impact. Conduct a thorough, wide search for survivors and other evidence
6. Take photographs of scene
7. Ensure all crash debris is protected, but do not disturb wreckage, evidence, deceased persons, body parts, or personal property unless advised to do so by the investigator in charge or the coroner in charge

### **Subsequent Situation Assessment:**

1. Aircraft identification numbers, owner(s) of involved aircraft and involved structures
2. Identification of pilot(s)
3. Property damage
4. Location of deceased and known survivors

### **Notification:**

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1. Military if applicable
2. National Transportation Safety Board
3. Federal Aviation Administration
4. All necessary fire/rescue services
5. Hospitals of potential influx of patients
6. County Coroner

### 323.7.8 EARTHQUAKE CHECKLIST

This checklist is intended to assist the field supervisor with the initial response to an earthquake.

#### **Immediate Considerations:**

1. Initiate a roll call of all field units
2. Initiate a check of "Critical Facilities" by field units. Checks to include:
  - (a) High occupancy structures (depends on time of day)
  - (b) Damage to roads, critical emergency facilities (police stations, fire stations, hospitals), refineries, dams, etc.
  - (c) (Note: every jurisdiction should have a pre-established list of critical facilities)
3. Confirm that all "Critical Facilities" have been checked
4. Initiate a critical facilities log that indicates which facilities have been checked and their disposition
5. Direct field units to initiate a general area survey after completing their critical facility checks

#### **Accurate Situation Assessment is essential in an earthquake:**

A quick evaluation of the situation must be made so that:

1. Appropriate decisions can be made to coordinate response efforts.
2. Situation reports can be sent to local or regional Emergency Operations Centers (EOC) so that appropriate emergency resources can be obtained and safely deployed to the areas with the most critical need.

#### **Specifics to Look For:**

1. Utility Disruptions
2. Flooding
3. Fires
4. Haz Mat Spills or Plumes
5. Collapsed Buildings
6. Casualties (Injuries vs. Fatalities)
7. Damaged Roadways and Bridges

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### Deploy Personnel To:

1. Conduct evacuations, if required
2. Assist in establishing evacuation centers and directing people to them
3. Establish ingress/egress routes for emergency vehicles
4. Maintain perimeter control to keep unauthorized people and vehicles out of the involved area (size of area depends on magnitude of the earthquake - which may be beyond your resources and require mutual aid)
5. Direct traffic around major damaged sites
6. Provide emergency information to residents of area
7. Determine operability of telephone, water, gas, electricity, public transportation, and other systems serving residents of the area
8. Assist other emergency agencies, as needed

### Special Considerations:

1. Contrary to other emergencies, after an earthquake, watch commanders should consider remaining at their stations to facilitate the damage assessment process until the extent of damage and casualties is known and has been communicated to the EOC.
2. Field officers should generally not become involved in rescue operations unless such incidents are immediately life threatening and rescue can be accomplished rapidly. Officers must fulfill their primary functions of observing, estimating, and communicating the overall situation estimate. This approach will ultimately save numerous lives in a major disaster, instead of the few that each officer could personally rescue.
3. Upon establishing magnitude and scope of the disaster, begin applying the principles of ICS.
4. If a significant after-shock occurs - "START ALL OVER".

### 323.7.9 CIVIL DISORDER CHECKLIST

This checklist is intended to assist the Incident Commander and field supervisors with the initial response to a riot or crowd/looting situation. Law enforcement agencies should concentrate on the basic law enforcement mission of protecting life and property. This should be done in a rapid, firm, fair and impartial manner, using only the minimum force necessary to accomplish the mission.

[REDACTED]

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[REDACTED]

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[REDACTED]

[REDACTED]

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[REDACTED]

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[REDACTED]

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### Situation Assessment:

1. Location of Emergency
2. Number of Participants
3. Activities of Participants (e.g. looting, burning, blocking traffic, passive demonstration, etc.)
4. Direction of Movement
5. Additional Law Enforcement Personnel Required
6. Access to Incident Command
7. Post/Staging Area by Responding Personnel

### Initial Response:

1. Assemble Responding Personnel into Squads and Mobile Field Forces (MFF)
2. Assign a Public Information Officer to work with the Media
3. Brief Squad/MFF Leaders as soon as possible
4. Establish Tactical Missions (e.g. crowd control, traffic control, site security, etc.)
5. Request Air Support (e.g. a police helicopter for observation and assistance in coordinating tactical missions)

### Liaison:

1. Establish liaison with Law Enforcement Mutual Aid Coordinator and OES

### Other Considerations:

1. Know location of emergency medical services
2. Maintain an operations log
3. Determine the less than lethal and chemical agents capabilities of the squads
4. Utilize a tactical and command radio frequency
5. Use serialized flex cuffs
6. Use a video camcorder
7. Arrange for the response of a field booking team
8. Arrange for transportation of suspects from field booking area to detention facility

### Helpful Hints:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]



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### **After Dispersal:**

1. Establish a highly visible law enforcement presence
2. Use mobile units to respond to problems (squad size is the smallest recommended maneuverable tactical element)
3. Arrange for relief and feeding of personnel

## Attachments

## **ICS 204-Division Unit-Assignment List.JPG**



## **ICS 214-UNIT LOG.JPG**

