

BERKELEY POLICE DEPARTMENT

DATE ISSUED: July 6, 1990

GENERAL ORDER E-9

SUBJECT: EMERGENCY MESSAGES AND NOTIFICATIONS

PURPOSE

- 1 - The purpose of this General Order is to establish a policy for delivering emergency messages and notification of next of kin in cases involving seriously injured, ill or deceased persons.

POLICY

- 2 - Berkeley Police Department employees **may** deliver emergency messages, or make death or injury/illness notifications with the approval of a Patrol or Communications Supervisor, **when other reasonable efforts by other agencies or persons have been exhausted.**

PROCEDURES

Emergency Messages

- 3 - Requests from outside agencies for the delivery of emergency messages will generally be honored, with the approval of a Patrol or Communications Supervisor. Requests from private parties will be honored only when all other practical means have failed, and with the approval of a Patrol or Communications Supervisor.

Death Notifications

- 4 - Notification of the next of kin in situations of death should be handled by the Alameda County Coroner's Office. Requests from outside coroner's offices should be directed to the Alameda County Coroner's Office. Requests from the Alameda County Coroner's Office shall be handled in the same manner as a request from an outside agency.

Injury or Illness Notifications

- 5 - Notification of the next of kin in situations involving hospitalized persons should be made by a representative of the hospital, administering aid to the injured or ill person. Requests from a hospital should be handled in the same manner as a request from a private party for the delivery of an emergency message.

Reference: CALEA Standards