

Burleson Police Department

Administrative Policy and Procedures

Number: 01-007

Document Title: Agency Jurisdiction / Mutual Aid

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CALEA Standards Referenced: 2.1.1; 2.1.2; 2.1.3; 2.1.4

ISSUING AUTHORITY: _____

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- I. The geographical boundaries of the City of Burleson's jurisdiction are limited to the incorporated City limits as approved by the City Council. [\[2.1.1\]](#)
- A. The Deputy Chief shall maintain contact with the City Secretary's office and request to be placed on the distribution list to receive current updates via the printed city ordinance adopting either annexation or de-annexation into or out of the city limits.
The Deputy Chief shall ensure that each revision received is immediately recorded on all agency maps and distributed to all personnel. An area of each map shall indicate a revision date to ensure that each map is kept up to date. [\[2.1.1\]](#)
- B. The Burleson Police Department shall cooperate in all law enforcement functions with agencies sharing concurrent jurisdiction with the City limits. Because the City is a bi-county municipality, it shares concurrent jurisdiction with several law enforcement agencies. These agencies are: [\[2.1.2\]](#)
1. State law enforcement officers, including but not limited to:
 - a. The Department of Public Safety Law Enforcement Division (Highway Patrol, Texas Rangers, etc.),
 2. All Federal Law Enforcement Agencies,
 3. Johnson County Sheriff's Department,
 4. Tarrant County Sheriff's Department, and
 5. Constables of the Justice Court having jurisdiction within the City limits of Burleson.
- The primary concern of the Burleson Police Department shall be to provide law enforcement services to the citizens of Burleson. The Department communications operators will have direct communications with other agencies via teletype, telephone and/or radio. These will be utilized in order that we provide the utmost cooperation to all agencies that have concurrent jurisdiction in the City of Burleson, [\[2.1.2\]](#)
- C. The need may arise at any time when the Burleson Police Department may request assistance from another agency, or another agency from us. It is the intention of this department to cooperate in the investigation of criminal activity and the enforcement of the laws of the State and to assist

in providing additional personnel to assist in the stabilization of an incident.

1. The Chief of Police or their designated person shall be responsible for implementing mutual aid assistance between agencies. [\[2.1.2\]](#)
 - a. Upon receiving an emergency request for assistance the on-duty supervisor will provide, if appropriate, that assistance which is immediately necessary to aid the requesting agency in controlling the situation. As soon as practical the on-duty supervisor will notify the Captain of the Bureau affected or designated command officer in the absence of the Bureau Captain. If the agency assistance is to be of a continuing nature, longer than one hour, the Chief of Police or their designated representative will be notified to determine how long and to what extent we could/would continue to support the requesting agency. [\[2.1.3c\]](#)
2. Interlocal assistance may be implemented under any of the following situations:
 - a. Riot
 - b. Unlawful assembly accompanied by use of force, threat or violence.
 - c. Natural disasters or man-made disaster.
3. In the event our agency offers assistance to another agency, officers of this agency will continue to provide calls for service on a priority basis.
4. Dispatchers will provide communications link-up to efficiently relay information to officers in the field. [\[21.3.4\]](#)
5. Personnel obtained through assistance request will provide assistance in a supportive role and those tasks will be determined by this agency's Commanding Officer. [\[2.1.3e\]](#)
6. All reporting responsibilities, of events, which take place within our geographical boundaries, will be that of officers from this agency.
7. Since the City of Burleson is divided by Johnson and Tarrant Counties, prosecution jurisdictions will be determined based upon the location of the incident.
8. The Code of Criminal Procedure gives officers the authority to initiate arrest outside our geographical boundaries in certain situations. [\[2.1.3b\]](#)
9. The State of Texas under the Code of Criminal Procedures (May Summon Aid and an Officer May Require Aid) and Local Government Codes (Provisions Relating to Law Enforcement Assistance and Provisions Relating to Law Enforcement officers) provides legislation governing mutual aid assistance. [\[2.1.3a\]](#)
10. At least bi-annually this information will be updated or at any time, a city has a change in administration. [\[2.1.3h\]](#)

- D. During emergencies, there may be a need for assistance from a Federal Law Enforcement Agency.
1. Anytime an emergency exists that requires Federal Law Enforcement assistance, the supervisor in charge will personally make contact with the agency needed and personally explain the situation and reason for the request. [2.1.3d] At no time should a third party become involved with requesting assistance, unless that person has full knowledge of the situation. Persons that must be notified anytime a request for Federal assistance is made:
 - a. Bureau Captain (of the bureau requesting)
 - b. Deputy Chief
 - c. Chief of Police (or person acting in his absence)
- E. The Sheriff of the County is the only person authorized to summon troops through the Office of the Governor. In order to ensure a smooth, quick and efficient request for the presence of National Guard troops, the following shall be followed: [2.1.4]
1. The field supervisor shall determine that all resources available to this department through departmental personnel and mutual aid participator have been used.
 2. The field supervisor shall contact the Operations Bureau Captain and advise them of all the facts of the situation, pointing out the need for the National Guard troops.
 3. The Operations Bureau Captain, after their review, will determine the need for National Guard troops or locate any additional manpower resources not already identified. If troops are needed, the Chief of Police or their designated representative shall be notified.
 4. The Chief of Police shall confer with the Operations Bureau Captain and confirm that all available resources have been exhausted and National Guard Troops are needed. The Chief shall advise the City Manager or his designee that National Guard Troops are being requested and the reason for the request. The City Manager shall be kept updated throughout the state of emergency.
 5. The Chief of Police or their designee will, as provided in the Code of Criminal Procedures, contact the Sheriff of Johnson County or Tarrant County (depending on location of the incident) and request the presence of National Guard Troops.