

MISSOULA POLICE DEPARTMENT POLICY MANUAL



Subject: REGIONAL INFORMATION SHARING SYSTEM RISSAFE		
<i>Effective Date:</i> 4/25/2018	<i>Original Date:</i> 4/20/2014	<i>Next Review:</i> 4/25/2020
<i>Chapter</i> 11	<i>Policy #</i> 11.45	<i>Distribution:</i>
<i>References:</i>		
28 CFR part 23, RMIN policy		

I. PURPOSE

The purpose of this policy is to establish guidelines for the use of Rocky Mountain Information Network's RISSafe system (part of Regional Information Sharing System). The use of the RISSafe system is intended to prevent officer safety problems, particularly in situations where non-uniform law enforcement officers may be unknowingly working in the same area, and also to prevent hindering operations being conducted by other agencies.

II. POLICY

Officers of the Missoula Police Department will use the RISSafe system before engaging in certain planned operations, which will occur in an uncontrolled area that may, conflict with other law enforcement operations/events.

III. DEFINITIONS

Deconfliction: Determining potential conflicts with other agencies and mitigating problems that may result from those conflicts.

RISS: Regional Information Sharing System, there are several federally funded information systems, the system that Montana belongs in is administered by RMIN

RISSafe: The deconfliction system administered by RMIN through RISS

RMIN: Rocky Mountain Information Network

IV. PROCEDURES

1. All Missoula Police Department lieutenants and sergeants will become members of RMIN and receive RISSafe training.
 - a. Selected members of the department will become members at the direction of their supervisor.
 - b. Other department members are encouraged to become RMIN members.
2. RISSafe entries must comply with RMIN's RISS policies.
3. The following events/operations which are not in a controlled area and may potentially interfere with another law enforcement agency's operation, should be entered into the RISSafe system.

- a. Events/operations which have an Op Plan prepared in advance.
- b. Any of the following must be entered in the RISSafe system:
 - i. Planned arrests on warrants for violent, sex or drug offenses
 - ii. Controlled buys for drugs or other contraband
 - iii. Long term fixed or mobile surveillance
 - iv. Probation/Parole sweeps
 - v. Any special teams operations
 - vi. Any Training, visible to the public, that may arouse public concern, such as active shooter training.
 - vii. Sex Offender Registry sweeps or public notifications.
- c. Examples of controlled areas include firing ranges, building interiors that are not open to the public during the operation or other areas where officers have effective control and the general public cannot observe the activity.
- d. The event/operation should be entered as early as possible when the event/operation is starting to be planned and will be checked one half hour before the event/operation begins.
 - i. RISSafe requires that any entries be made at least two hours before an event/operation starts, under normal circumstances. Entries may be made one half hour before an event/operation, if there was short notice that the event was going to occur.
 - ii. If the event/operation is entered one half hour before it begins, the event does not need to be checked again.
 - iii. All entries must conform to 28 CFR part 23
 - iv. Entries may be made on a computer, linked to the RISSafe system, by phone or by fax. Normally entries will be done by phone.
 - v. Officers should keep RISSafe informed if there are changes to the event/operation.
- e. The minimum required information to be entered in RISSafe is:
 - i. Date and time of the event
 - ii. Nature of the operation
 - iii. Location of the operation, including staging areas
 - iv. Information about the suspect(s), including street or code names, physical description, vehicle description, license plate number(s), and telephone or pager number(s)
 - v. Lead and/or participating agency names
 - vi. Name of the assigned contact officer, pager, or telephone number of that officer as well the name of the lead officer.
 - vii. As many other fields as possible should be entered.

4. If any RISSafe user misuses the system or fails to adhere to this and other related policies, their access to RISSafe may be revoked and other disciplinary action may be taken.