

**Brownsburg Police Department  
Law Enforcement  
Policies and Procedures**

<b>Subject:</b> Crisis Negotiation Unit	<b>Policy Number:</b> 07.02.02
<b>Issue Date:</b> 06/11/2024 <b>Last Review Date:</b>	<b>Revision Date:</b> 03/10/2026
<b>Approval Authority Title:</b> Town of Brownsburg Board of Police Commission	

**POLICY:**

The Crisis Negotiation Unit (CNU) is a trained group of sworn members who are committed to peacefully resolving hostage, suicidal, and barricade situations. The protection and preservation of life is our fundamental objective. The Brownsburg Police Department will identify, train, develop, and maintain a team of officers specifically skilled at defusing, resolving, or preventing critical incidents that our agency may encounter.

**PROCEDURES:**

**Staffing:**

The Crisis Negotiation Commander is responsible for ensuring that the (CNU) is properly staffed, trained, and equipped. The (CNU) commander shall evaluate annually any budgetary or staffing needs of the team, and submit any request(s) through the chain of command.

**Team Commander:** A commander holding the rank of Sergeant or shall be designated by the Office of the Chief of Police above shall to command the Crisis Negotiation Unit.

**Assistant Team Commander:** In the absence of the team commander, an assistant team commander will assume the role of team commander. The assistant team commander does not have to be a ranking member.

**Team Leader:** Dependent upon manpower and resources, a team leader may be assigned. The team leader shall report to the team commander or assistant team commander. In the absence of the team commander or assistant team commander, the highest ranking or most senior officer shall immediately fill the role of team leader and commander of the incident.

Negotiation assignments will be made by the team commander, assistant team commander, or team leader. (CNU) member assignments at call outs are desired to include a primary negotiator, secondary negotiator, coach, scribe, and intelligence

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analysts. Dependent upon manpower and resources, roles outside of the primary negotiator may overlap.

### **Activation of the (CNU):**

When requested, the (CNU) will respond to the following incidents:

1. Barricaded person(s)
2. Hostage-taking incidents
3. Suicidal person(s)
4. Contain and callout high risk warrant services
5. Kidnappings
6. Valid and properly authorized inter-agency requests
7. Any other request as determined by shift supervision, ERT, or the Chief of Police or designee.

The negotiation process once employed is just one part of the entire law enforcement response to a critical incident. As part of the overall management and response to any critical incident, (CNU) team members along with the incident commander/ERT will have authority utilizing his/her training, experience, intelligence information and law enforcement best practices, along with the individual incident circumstances, to utilize the best and lawful resolution to any given incident.

### **Verbal Containment:**

Verbal containment is defined as an ongoing and immediate effort by a person to verbally engage a subject, who has the propensity, willingness, and ability to harm themselves or another if left to his/her own devices. It will be the policy of the Brownsburg Police (CNU) to engage in this practice when it is deemed necessary to prevent harm to the subject or another person while preparing an appropriate law enforcement response to an active incident.

1. Verbal containment will be encouraged when incident intelligence deems it to be an appropriate response to the situation.
2. Verbal containment will be the natural result of ongoing negotiations by the (CNU).
3. All first responders will be encouraged to engage in verbal containment if the available intelligence deems it is reasonable and appropriate to conduct such operations prior to the arrival of (CNU) members.
4. The following items are some but not all, considerations when deciding whether to engage in verbal communication with the perpetrator.
  - a. Type and circumstances of the incident
  - b. Was there any violent act by the perpetrator during or prior to the incident?
  - c. Are weapons involved?

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- d. Intelligence which would suggest the perpetrator is a mental health subject, also taking into account his/her criminal history, and level of rationality.

### **Contain and Callout High Risk Warrant Service:**

At times, the ERT unit may be utilized to serve a warrant on a wanted subject or subjects believed to be at a specific location. The ERT commander may choose to first utilize the negotiation process employed by the (CNU) to apprehend a wanted subject through voluntary submission. If so desired;

1. The negotiator response will be at the determination and request of the ERT commander, Chief of Police or designee.
2. A minimum of one negotiator shall respond and be utilized on the identified contain and callout warrant upon request.

### **Training:**

Team members shall complete a basic crisis/hostage negotiation course within one (1) year of joining the (CNU). Training must be completed prior to actively participating in any incident. At minimum, the (CNU) shall conduct quarterly training days, to include an annual joint training day with ERT. Training topics, scheduling, maintaining team records, and notifications are the responsibility of the team commander.

### **Selection Process:**

(CNU) members shall have a minimum of three (3) years of law enforcement experience, or extensive training and experience in a prior related field. Negotiator candidates shall demonstrate effective communication and interviewing skills, and possess a high level of emotional and professional maturity.

The (CNU) will conduct a selection process for new members when there is an anticipated opening. This process will be scheduled at the discretion of the team commander. The selection process for negotiators will consist of an oral interview and a hostage/barricade negotiation scenario.

The (CNU) commander shall forward a list of eligible candidates through the chain of command for selection of the new member.

Selection on the (CNU) is voluntary. Members shall agree to be available on a call-out basis at all times. However, it is understood that prior arrangements, obligations, or extenuating circumstances may be present which would prevent a response.

### **After-Action Debriefing and Reporting:**

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At the conclusion of any call-out, a period of time shall be set aside by the team commander for debriefing and discussion of the incident. The team commander or assistant team commander shall then complete an official agency after action report.

In addition, all other materials created or generated during the incident shall be forwarded to the (CNU) commander for inclusion in the (CNU) case file. These include intelligence data, criminal background information, any digital media, scribe notes, and any other data deemed relevant by the (CNU) commander. If a criminal case is developed on the subject(s), all negotiation documents will be placed into evidence with a copy placed into the (CNU) case file.

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