



MOBILE COMMAND VEHICLE
GENERAL ORDER #13.05

Adopted: 5/23/18

Pages: 2

Persons Affected: All personnel

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IACLEA Standards:

Revision History

Replaces SUDPS General Order #13.05 (08/04/06)

PURPOSE

The purpose of this Order is to describe the request process for the activation of a mobile emergency operation or command center (MEOC) for use by the Stanford University Department of Public Safety. The function of having an on-scene MEOC is to add to the effective and efficient management of an incident or event.

POLICY

The Stanford University Department of Public Safety does not currently have its own MEOC. In the event of a major incident or during any pre-planned event, a request may be made to the Palo Alto Office of Emergency Services (PAOES). In the event of a mutual aid situation, a request may be made to the Santa Clara County Sheriff's Office (SCCSO).



PROCEDURE

- A. Major Event/Emergency (Non-Mutual Aid):** The following protocol shall be followed to request use of the PAOES MEOC.
1. The *on-duty Watch Commander or Shift Coordinator* will contact the *Palo Alto Dispatch Center* to request the MEOC from PAOES.
- B. Pre-Planned Event or Public Relations Event:** The following protocol shall be followed to request the use of the PAOES MEOC.
1. The *SUDPS Director of Public Safety* or designee will review all requests.
 2. A request will include the date, time and purpose.
 3. Once approved, a request will be made to PAOES for use of their MEOC.
- C. Mutual Aid Incident:** The following protocol shall be followed to request the use of the SCCSO MEOC/Mobile Command Vehicle.
1. A request will be made to the *Santa Clara County Sheriff's Office* by the *Field Operations Lieutenant* through *SUDPS's Director of Public Safety* and the *Stanford Liaison Captain*.
 - a. In the event any of the personnel listed are unavailable, the *Watch Commander or Shift Coordinator* may make the request to SCCSO through *Santa Clara County Communications*.