

STANDARD OPERATING PROCEDURES



FIELD OPERATIONS DIVISION

MARINE PATROL DETAIL

City of Miami



ARTHUR NORIEGA, V
City Manager

STANDARD OPERATING PROCEDURES

ENDORSEMENT SHEET

January 2025 Inspection:

4  6918
Commanding Officer
(Print and sign)

1-23-25
Date

July 2025 Inspection:

Commanding Officer
(Print and sign)

Date

Annual Inspection:


Section Commanding Officer
(Print and sign)

1-30-25
Date

Change of
Commanding Officer

(if applicable)

Commanding Officer
(Print and sign)

Date



MIAMI POLICE PATROL SUPPORT UNIT
MARINE PATROL DETAIL
STANDARD OPERATING PROCEDURES

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MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

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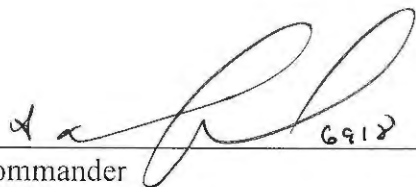
LETTER OF PROMULGATION

TO: ALL PERSONNEL, MIAMI POLICE MARINE PATROL DETAIL

These Standard Operating Procedures have been prepared and compiled specifically to aid and inform Marine Patrol personnel of their duties and responsibilities and to improve the expertise of new officers to the unit. These Standard Operating Procedures should be utilized for training of all unit personnel.

The very nature of the Marine Patrol Unit's equipment and law enforcement requirements differ greatly from other units within the police department. Major areas of concern for the Marine Patrol Detail include, but are not limited to: proper utilization of unit vessels and specialized equipment; providing assistance to the U.S. Coast Guard in search and rescue of distressed vessels; participation in drug interdiction operations with State and Federal agencies; investigation of marine related thefts, enforcement of boating safety equipment regulations and vessel operation codes; enforcement of Saltwater Fishery and Department of Natural Resource statutes; removal of derelict vessels; hurricane preparedness and assistance; and underwater search and recovery operations.

It is expected that the supervisor in charge and the senior field-training officers will conduct formal classroom and field training for unit personnel on a continued basis.


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Commander

Marine Patrol Detail

1/23/2025

Date



MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

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ORGANIZATIONAL CHART

MAJOR

CAPTAIN

LIEUTENANT

SERGEANT

OFFICER

City of Miami



ARTHUR NORIEGA, V
City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

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MISSION, GOALS, AND OBJECTIVES

I. MISSION

The mission of the Detail is to provide uniform patrol of all waterways within the jurisdictional boundaries of the City of Miami and respond to all water related incidents and emergencies. To enforce maritime laws, inspect vessels, support public safety on the Intercoastal Waterway and coastal waterways in the City of Miami, render assistance to other law enforcement entities and the public, and provide underwater assistance.

II. GOALS

To provide the citizens of the City of Miami with enhanced marine support and service, the protection of life and property, crime prevention and apprehension in addition to:

- I. To deploy officers who are highly trained in vessel and underwater recovery operations.
- II. Facilitate search and rescue operations.
- III. Interdict drug and human trafficking violators.
- IV. Assist all law enforcement agencies in marine operations as requested.

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Mission, Goals (continued)

III. **OBJECTIVES**

- I. To reduce the number of injuries/fatalities resulting from unsafe boating practices.
- II. To suppress criminal activity and marine thefts on the waterways and shorelines of the City of Miami.
- III. To enforce all marine related City of Miami ordinances, Miami-Dade ordinances, State of Florida statutes.
- IV. To respond to all water related incidents that threaten public safety and health.
- V. Provide support for law enforcement entities, which require marine law enforcement service.
- VI. To respond to all incidents requiring underwater recovery specialists on a 24-hour basis.
- VII. To assist other elements of the Miami Police Department in the investigation and/or recovery of stolen vessels.

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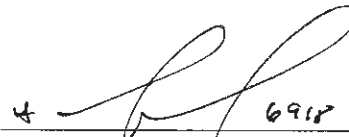
DUTY HOURS AND DRESS

To establish the working hours and dress for the personnel assigned to the Marine Patrol Detail.

I. Duty Hours:

- A. The duty hours for the Unit Commander are Monday through Thursday 0700 to 1700 hours.
- B. The duty hours for the detail supervisor will be based on the below 4 shifts with either SMT or TFS off:
 - a. 0600 to 1600 hours
 - b. 1000 to 2000 hours
 - c. 1400 to 2400 hours
 - d. 1700 to 0300 hours
- C. The duty hours for officers will be based on the below 4 shifts with either SMT or TFS off.
 - a. 0600 to 1600 hours
 - b. 1000 to 2000 hours
 - c. 1400 to 2400 hours
 - d. 1700 to 0300 hours

The Marine Patrol duty hours and days off for all personnel may vary from week to week and are subject to change according to the needs of the Unit and/ or the Department.

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Duty Hours & Dress (continued)

II. Dress Code:

- A. The standard authorized working uniform for the Marine Patrol Personnel will be as follows:
 - a. Navy blue shorts, (six pockets) or navy blue or black pants, (six pockets) will be worn.
 - b. Blue or black polo shirts or long sleeve hoody top with embroidered, cloth or silkscreen City Police badge with "Marine Patrol" under the badge, patches and officers name. The shirt will say "Miami Police", "Miami Police Marine Patrol" or "Miami Police Diver" on the back
 - c. Black leather tennis type deck shoes.
 - d. Police issued baseball hat or approved unit baseball hat.
 - e. A PFD (Personal Flotation Device) must be worn by each unit member while aboard or operating a police vessel.
 - f. Uniform duty leather with issued sidearm. Duty leather will be standard approved nylon web gun belt and accessories may be worn in lieu of the traditional leather or clarion. On the belt will be worn a magazine pouch with at least one (1) extra magazine, knife case and knife with a blade at least 3" long, handcuff case with handcuffs, issued asp with case, issued Oleoresin Capsicum (Red Pepper) spray with case, issued radio with case, issued high-rise or break front holster made of plastic or nylon material, to be worn on the strong hand side. No swivel, border patrol, or clamshell holsters will be worn.
 - g. Regular issue foul weather jackets, rain suits, rubber boots, sweaters and lightweight police jackets will be worn as weather conditions dictate.
 - h. Those officers that are qualified Miami Police Divers will wear the diver's insignia pin over the nametag on the standard and Class A issued uniforms. No unauthorized pins, insignias or patches will be worn on the uniform.
 - i. No civilian clothing will be worn by on duty Marine Patrol Personnel, unless approved in advance by the Unit Commander.

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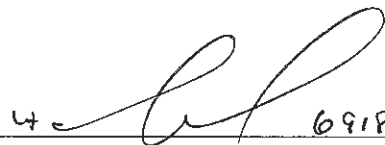
MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

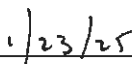
DUTIES AND RESPONSIBILITIES OF MEMBERS

I. MARINE PATROL LIEUTENANT / UNIT COMMANDER

- A. Reports to the Section Commander and is responsible for the overall operational and administrative function of the Unit.
- B. Ensure that all tasks are completed with strict adherence to Departmental guidelines and unit S.O.P.'s.
- C. Authorize temporary and permanent changes to unit S.O.P.'s.
- D. Determines and implements policies for all unit personnel regarding assigned tasks and arbitrate conflicts which arise among employees.
- E. Coordinate the activities of all Marine Patrol offices.
- F. Manages the overall budget of the Unit.
- G. Ensures the completion of administrative tasks assigned to the unit such as Monthly Activity Reports, personnel action and payroll documents, budgetary request, goals and objective statements, etc.
- H. Determines personnel assignments and duty hours consistent with bargaining agreements or as operational necessity dictates.



Commander
Marine Patrol Detail



Date



Duties & Responsibilities of Detail (continued)

- I. Reviews current affairs as presented by internal and external sources for items pertaining to the Units operations, for example, City commission Agendas.
- J. Represents the Unit at meetings with public officials and with community members.
- K. Conduct inspection on unit personnel for equipment, uniform, and compliance of all Departmental Orders and Standard Operating Procedures.
- L. Monitor work proficiency of supervisory personnel and apply training, counseling, corrective action plans, and/or discipline as needed.

MARINE PATROL SERGEANT / UNIT SUPERVISOR

- A. Responsible for the overall direct supervision of Officers.
- B. Responsible for the maintenance and operation of the Marine Patrol Detail office and assigned vessels.
- C. Attends meetings as directed by the Unit Commander.
- D. Assist in budget preparation and implementation.
- E. Inspect and monitors vessels and trailer maintenance and billing.
- F. Completes administrative reports as needed.
- G. Supervise all in service training, specialty training and annual evaluations.
- H. Be cognizant of all operational and staff needs for the Marine Patrol Detail and the senior on-duty police officer will be responsible for the day's operations in the supervisor's absence.
- I. Assist the Unit Commander in the selection of Marine Patrol Detail officers.
- J. Ensure equipment is assigned to new personnel and that issued equipment is in good working order.
- K. Maintain statistical files as needed to support the function of the detail.
- L. Prepare monthly schedules.
- M. Order all necessary supplies and equipment.
- N. Keep an inventory of detail equipment.
- O. Function as a vessel operator and diver as needed

Duties & Responsibilities of Detail (continued)

- P. Ensure that any “newsworthy” or unusual event occurring during their shift or within their area of responsibility is accurately reported, to the Bureau chain-of-command prior to the Unit Commander.

III. DUTIES AND RESPONSIBILITIES – MARINE PATROL OFFICERS

- A. Responsible for patrolling all areas within the City of Miami that is accessible via water. Canals, rivers, marinas, parks, boat ramps, islands, and inlets are among their areas of responsibility.
- B. Will always abide by Coast Guard regulations and adhere to the rules of the road when operating a police vessel.
- C. Will keep abreast of weather conditions and “Notice to Mariner” warnings, which could affect safe operation and navigation of their assigned patrol vessels.
- D. Although officers assigned to the Marine Patrol Detail specialize in marine related laws, they are first and foremost Miami Police Officers and will abide by the same rules and regulations, orders and directives that govern all members of the Miami Police Department.
- E. Will always monitor their police radio so that they may respond as needed. VHF marine radio channel sixteen (16) will also be monitored at all times while on a vessel.
- F. Will constantly strive to be familiar with the navigational waters of the City of Miami. Avoiding high ground, low bridges and other known obstacles will be his/her responsibility.
- G. Certified divers will always have their issued equipment and will be ready to respond to any emergency, which would require scuba equipment.
- H. Will assist boaters whenever possible if aground or stranded due to mechanical failure. However, commercial assistance will be requested if no life-threatening condition exists.
- I. Will clean, inspect, and store their equipment in good repair as to prevent damage or injury.
- J. Will adhere to the instruction given by the trainer or the designated senior officer on duty.
- K. Responsible for scheduled maintenance of their assigned vehicles, vessels and trailers. This includes, but is not limited to, the following:
 - a. Removing and launching of police vessels.
 - b. Maintaining vehicle, vessel, and trailer cleanliness.
 - c. Ensuring navigational lights, strobe lights, and radio equipment are in working order.

Duties & Responsibilities of Detail (continued)

- d. Fueling of vessels.
 - e. Maintaining vehicle, vessel, and trailer logs.
- L. While on a boat will not leave their personal, or any other equipment unattended at any time: i.e. Briefcases, weapons, body armor vest's etc. Equipment will always be secured in a safe location.
- M. Officers are not relieved of the responsibility of responding to calls for assistance from citizens and initiating action outside the scope of their primary responsibility.
- a. Traffic Crash Investigations: Officers will limit their involvement at traffic crash scenes while on-duty to backup, and/or assistance only. Area patrol units will be requested to report and investigate all vehicle crashes.
 - b. Boating Accidents Involving Injury or Death:
 - (1) Florida Fish & Wildlife Conservation Commission (FFWCC) is responsible for all boating accidents involving death or personal injury occurring in the State of Florida.
 - (2) Boating accidents involving City of Miami vessels will be investigated by Miami Dade Sheriffs Office Marine Patrol Unit. In the event they are unavailable a City of Miami Marine Patrol Officer not involved will investigate the accident. The entire investigation will be monitored by a City of Miami Marine Patrol supervisor.
 - (3) Drownings resulting from an anchored, moored or docked vessels not underway, will be investigated by the City of Miami.

City of Miami



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MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

PROGRAMS/PROJECTS/AND FUNCTIONS

I. FUNCTIONS

- A. To maintain a level of diver proficiency and safety through constant training.
- B. To promote boating safety by example and to create a favorable image as perceived by the public.

U A 6918

Commander
Marine Patrol Detail

1-23-25

Date



City of Miami



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MIAMI POLICE PATROL SUPPORT UNIT

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STANDARD OPERATING PROCEDURES

UNIT POLICIES

- I. The purpose of the Marine Patrol Standard Operating Procedures is to provide policy and procedural guidelines to the members of the Marine Patrol Detail.

All members of the Marine Patrol Detail shall become familiar with the Standard Operating Procedures, will be governed by them, and will update their issued manuals to conform with the latest official changes.

All members of the Detail will be issued a copy to be used during their tenure with the Marine Patrol Detail.


_____ 6918

Commander
Marine Patrol Detail

_____ 1-23-25
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City of Miami



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MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

S.O.P **1**

SUBJECT: **CARE, USE AND HANDLING OF UNIT VEHICLES AND TRAILERS**

PURPOSE: To establish guidelines for the proper and safe handling of vehicles, vessels and trailers assigned to the Marine Patrol Detail.

SCOPE:

- I. The procedure that will be followed by any member of the Marine Patrol Detail when using any of the motorized vehicles, vessels or trailers will be as follows:
 - A. Prior to use, vehicle/trailer/vessel will be signed out in the proper logbook by the operator and the logbook will be checked for any notations of damage, broken or inoperative devices, missing equipment, and scheduled maintenance.
 - B. Operators will familiarize themselves and follow all operating procedures as per S.O.P's, for the vehicle/trailer/vessel they are using and will be responsible for its safe operation.
 - C. Prior to use, operator will check vehicle/trailer/vessel for damage not noted in log, and if any exists, report it to his supervisor on a written memorandum.
 - D. If logbook indicates that a particular vehicle/trailer/vessel is due for service, the operator will perform this service. If the operator is unable to do this, it should be brought to the attention of the Detail Supervisor so that it can be done at the first possible opportunity.



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S.O.P 1 (continued)

- E. Any breakdown that makes the safe operation of a vehicle/trailer/vessel prohibited during a tour of duty will be noted in the logbook, the vehicle will be deadlined and the officer's supervisor will be notified.
- F. The Department's policy for accidents will be followed for any vessel/vehicle/trailer licensed to be operated on the water or on a public street and is involved in an accident.
- G. For vehicles/trailers/vessels involved in what may be defined as accidents which occurs off of public roads or on the water and does not involve more than one vehicle/trailer/vessel, the Marine Patrol Supervisor or this Acting Supervisor will be contacted immediately to determine what policy will be followed.

NOTE: The intention of this S.O.P is to present possible incidents, which could adversely affect an officer's driving record. Incidents such as: An officer operating a vessel, which hits a submerged log or shallow bottom etc., and damages the vessel. This type of incident is common when operating a vessel in the shallow and murky waters of Biscayne Bay. Damage of this nature should not be charged to the officer. This in no way excuses anyone from being responsible for whatever damage he/she inflicts on any vessel. All incidents will be reviewed by the Marine Patrol Commander.

- H. After using a vehicle/trailer/vessel it will be refueled, cleaned, and secured and the proper entry will be made in the logbook.

II. **FOUR (4) WHEEL DRIVE VEHICLES**

- A. No one will operate a four (4) wheel drive vehicle until they have received instructions regarding that specified vehicle and have been authorized by the Unit Supervisor or his representative.
- B. No one will operate a four (4) wheel drive vehicle on a hard roadway with the transfer case in the locked position, as the drive train may be damaged. Constant four (4) wheel drive vehicles will only be operated with the transfer case lever in the High or "HI" position when being driven on roads or in excess of 40 m.p.h.
- C. Four (4) wheel drive vehicles will not be used to free other vehicles stuck in soft ground or sand.
- D. Four (4) wheel drive vehicles will not be driven in salt water.
- E. Four (4) wheel drive vehicles are larger than normal police vehicles. The vehicle's operator shall always monitor clearance distance, both in width and in height.

S.O.P 1 (continued)

III. BOAT TRAILERS

Pre-use Procedures:

Note: The following items will be checked prior to each use

1. Tire Pressure: As noted on the sidewall of the tire by the manufacturer.
 2. Lug Nuts: Visual check.
 3. Damage: Visual check.
 4. Boat: Secured to trailer.
 5. Trailer Tongue: Latched and locked to towing vehicles. Insure ball size and tongue size match.
 6. Safety Chain: Secured to towing vehicle.
 7. Lights: Plugged in and operational.
 8. Tongue Support: Retracted.
2. Shut-down Procedure:

The following procedures will be conducted after each use:

1. Visual inspection: for damage.
2. Tires:
 - a. Visual inspection for damage.
3. Tongue Support: Slightly elevated to allow for water drainage from the boat.
4. Lights: Unplugged from towing vehicle.
5. Boat: Secured to trailer.

S.O.P 1 (continued)

3. Maintenance Schedule:

The following are the maintenance procedures for all boat trailers:

1. Boat trailers are overhauled annually by GSA ensuring all greasing, oiling and structural integrity is maintained.
2. Wheel Rims- Clean off rust and repaint as needed.
3. Frame:
 - a. Inspect for damage upon each use.
 - b. Inspect bolts for tightness monthly.
 - c. Lights- Replace as needed.

City of Miami



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City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

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S.O.P **2**

SUBJECT: **CARE, USE AND HANDLING OF VESSELS**

PURPOSE: To outline the general procedures for the care, use and handling of vessels assigned to the Marine Patrol Detail.

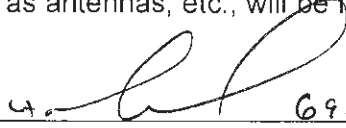
SCOPE:

I. Boats; Contender Open 25', Contender Flats boat 25', Safeboat 27', Lifeproof 31' & 27', Metal Shark 28'

A. Pre-Trailing Procedures

The following procedures will be followed prior to trailering the boat.

1. Outboard motors will be in the full up position when trailering the boat.
2. Boat tie-down strap will be secured to the trailer, along with the winch cable and hook.
3. The lower units of the outboards will be checked for cracks and oil leaks. In addition, check the propellers, nuts and cotter pins for damage and tightness.
4. All fold-down equipment, such as antennas, etc., will be in the down position and secured.


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S.O.P 2 (continued)

5. Cabin doors, hatches, and compartment covers, ball, and safety chains will be secured to the tow vehicle.
6. The trailer hitch will be locked to the hitch ball, and safety chains will be secured to the tow vehicle. Ensure ball and hitch size are the same.
7. The trailer light harness will be attached to the tow vehicle connector, and a visual check will be made of the operation of all trailer lights.

A visual check will be made for any broken or loose objects on the boat, or the trailer. All loose objects will be secured.

8. Check fuel supply in all tanks of the boat.

B. Equipment Check: (Boating Equipment)

The following equipment should be aboard the boat:

1. Bow and Stern mooring lines
2. Two (2) charged fire extinguishers (USCG Approved)
3. Six (6) personal flotation devices
4. First aid kit (including blanket)
5. Flare kit (USCG Approved)
6. Tool kit
7. Anchor, chain, and line
8. One (1) set of jumper cables
9. Minimum of four (3) boat fenders
10. Heaving line with weight
11. One (1) throwable lifesaving device (USCG Approved)
12. Boat hook
13. Binoculars
14. Four (4) lengths of 3/8" nylon rope line (50 foot each)

S.O.P 2 (continued)

- C. Equipment check: (Diving Gear)
 - 1. Descent line and weight
 - 2. Dive Flag
 - 3. Marker buoy and line
 - 4. Twenty foot divers search line

- D. Launching Procedures:
 - 1. Make sure outboard engines are in the upward positions.
 - 2. Check all drain plugs in boat and make sure all plugs are secured in the holes.
 - 3. Remove towing safety strap.
 - 4. Guide personnel will direct the tow vehicle's driver as he backs up to the ramp.
 - 5. Driver will continue to back up trailer into the water until vessel slides passed both trailer guide rails or enters the water slowly while maintaining control.
 - 6. A vessel operator will ALWAYS be on the vessel when launching into water.
 - 7. Tow vehicle will be put in "PARK" and parking brake will be set.

- E. Start-up Procedures at Dockside: (Contender 25, Safeboat 27, Metal Shark 28, Lifeproof 31 & 27.)
 - 1. Release engine trailering bars and lower engines into the water, check trim and tilt operation on gauges.
 - 2. Place all engines disconnect switches to the "on" position, and battery cross over (selector) switch TO THE "both" or "All" position.
 - 3. Place engine controls in the neutral fast idle position, turn on ignition and check all gauges that should respond when energized.
 - 3. It may be necessary to utilize the choke control on initial start up. Start each engine independently and allow to fast idle no more than 1,000 RPMs until operating temperature is reached. Check water temperature and pressure gauge for approximately 3 p.s.i. and make visual inspection at engine for cooling water discharge. While the first engine is warming up, second engine may be started following the same procedures.

S.O.P 2 (continued)

4. After all engines are started and warming up, check all gauge operation.
5. Check hydraulic steering system for proper operation and hydraulic leaks, then set wheel amid ship.
6. After proper warm up, place all engine controls in the neutral position with both fast idles off and check each shifting control momentarily for operation while secured to the dock. Each engine is to be done independently.
7. Place all antennas in the up position and secure each one. Check all radios and other electronic equipment for operation, siren, horn, lights, and any other emergency equipment.
8. If all systems are operational, the boat is now ready to be operated. If something is not working properly, but does not affect the boat's operational status, it should be noted and supervisor must be contacted, if a supervisor is not working the senior officer on duty will be notified, and have the trouble repaired at the first opportunity.

II. OPERATING PROCEDURES (CONTENDER 25)

- A. The following guidelines for the Miami Police Contender 25 have been supplied by Contender, Inc., the manufacturer. These guidelines are a permanent part of this S.O.P. and will not be altered unless written revisions are supplied by Contender, Inc. These guidelines will be adhered to and supersede any other S.O.P., order or guidelines that conflict with the recommendations made by Contender, Inc.

1. Engine tilt pins have been preset at the factory in the #2 position (second away from the transom). This setting limits the amount of "Bow-Down" trim available to the boat's operator; however, it is done in the interest of safety at high speed.

At speed in excess of 40 M.P.H., trimming the boat into a level planing altitude will depress the sharp bow entry too deep into the water. The result will be a loss in steering control as bow hunts for direction or is influenced by cross-waves, etc.

Contenders perform best with a bow high attitude. Under normal operations the engines can remain trimmed in and will provide good performance and boat handling characteristics.

For maximum performance, the engines can be tilted out once the boat is up on plane. This will result in speed increase of between 3-5 M.P.H.

2. Turning: Best hard turning, characteristics are experienced at 3500 RPM's or less. This speed allows the boat to bank sharply into the turn, digging in the downside spray rail and cornering nicely. At higher speeds the boat may bank out of the turn causing an uncomfortable motion.

S.O.P 2 (continued)

3. This boat is equipped with propellers designed for maximum acceleration and good power when the boat is loaded or for towing operations. With light loads and the engine trims out, the engine will turn up to 6000 RPM's. This is higher than recommended for sustained operation and should only be used in emergency situations. In normal operations, should not exceed 5500 RPM's.
4. Trim: Wind, current and onboard loading will affect boat trim. List can be corrected by utilizing the engine power trim system. For starboard, planing hulls always heel to the windward side by tilting the starboard engine out. By trimming out, this engine is causing the starboard bow to rise.

Hands-on experimentation will be necessary to realize the full effect of engine trim.

5. Propeller selection has been chosen for maximum acceleration. Caution should be exercised when accelerating, ensuring that passenger or crew onboard are prepared for the forces that will be placed upon them. The same is true during rapid deceleration. In addition to rapidly slowing down, the driver will experience a heavy torque by steering right. Experiment in a clear area to learn more about torque effect.
6. When accelerating, the engines must be trimmed all the way in. This will minimize propeller cavitation. Once on plane, the engines may be trimmed out for optimum performance and efficiency.
7. The 25 Contender is equipped with 180 gallons a piece. The rear two reserve tanks hold 25 gallons a piece with a combined fuel weight of 1750 lbs. Bow or stern trim will thus be affected by fuel capacities. The tanks are manifold to allow gas withdrawal from the bow, stern or both tanks. Therefore, trim can be compensated by drawing gas from either tank.

Tanks have magnetically driven fuel gauges that read accurately only when the boat is at rest floating level. Each tank is equipped with its own fill and vent system. Each fuel withdrawal line is equipped with an OMC in line filter which should be inspected periodically, and filter elements replaced as the need arises.

Tank maintenance should include periodic inspection of:

- a. Fuel hoses and deck fittings including clamps.
- b. Vent hoses and hull fitting including clamps.
- c. Ground wires from tank to ground plate and fill pipes.
- d. Fuel lines to filters including clamps.

S.O.P 2 (continued)

8. During heavy weather operation, operators will find that the boat's acceleration will become an asset as it is positioned ahead or behind large boarding seas. It is important to maintain a bow high attitude accomplished by throttling the boat into a slow plane. Experience has demonstrated that rough seas can be negotiated at slow speeds in the 10-15 M.P.H. range.

Following and breaking seas can usually be outrun by using judicious use of power and a wary eye astern.

9. The maximum operating revolutions per minute will be 4000 (R.P.M.'s), unless an emergency or pursuit arises.
10. Maintain the same RPM's on both engines while under way. This can be accomplished by observing the two tachometers and by listening to the sound of the engines in the absence of an engine synchronizer.
11. Never operate the boat on just one engine, unless idling or at very slow speeds. However, due to engine failure, the boat may be operated on one engine to return to port and should be operated at no more than 2500 RPM's to avoid undue stress on the transom and steering system due to uneven torque.
12. If electronic equipment is operated for a sustained period of time without the engines running and electronic equipment operating, the battery selector switch should be placed in the number "one" or number "two" position to insure one battery being charged sufficiently to start the engines.
13. The senior officer on board will be in charge and will be responsible for monitoring all gauges, instruments, equipment, and the complete operation of the boat. He will also be responsible for the safety of the crew and passengers, regardless of who is operating the boat or what function they are performing.
14. Channel Sixteen (16) on the VHF radio will be monitored while underway, along with the Miami Police Radio.

B. Docking Procedures: All Marine Patrol Vessels

1. The safety of the crew is paramount during this procedure, as well as the safe operation of the boat to prevent damage.
2. Mooring lines shall be in a position regarding which side (port or starboard) the boat is to be docked.
3. Boat fenders shall be secured at the appropriate heights and positioned on the side (port or starboard) that the boat is to be docked.
4. Boat hooks and other helpful devices shall be readily available to the crew during this procedure to prevent crew member's limbs from being injured.
5. Upon contacting the dock, the boat is to be tied off and secured, with the boat fenders in place.

S.O.P 2 (continued)

C. Mooring to Other Vessels: All Marine Patrol Vessels

1. The safety of the crew is paramount during this procedure, as well as the safe operation of the boat to prevent damage.
2. Mooring lines shall be in a position regarding which side (port or starboard) the boat is to be moored to another vessel.
3. Boat fenders shall be secured at the appropriate heights and positioned on the side (port or starboard) that the boat is to be moored.
4. Boat hooks and other helpful devices shall be readily available to the crew during this procedure to prevent crew member's limbs from being injured.
5. Upon contacting the dock, the boat is to be tied off and secured, with the boat fenders in place.

D. Shut Down Procedures: Contender 25, Safeboat 27 Metal Shark 28, Lifeproof 31 & 27.

1. All engines are to be raised up, and the trailering locks are to be set on the transom brackets.
2. All electronic equipment is to be turned off.
3. Turn ignition keys to the "OFF" position and remove the keys.
4. Place battery selector switch to the "OFF" position.
5. Place both batteries disconnect switches to the "OFF" position.
6. Place bilge pump switch in the "AUTO" position.
7. Remove all personal gear and equipment which is to be stored off the boat.
8. The entire boat is to be freshwater washed with boat cleaner (as needed).
9. After the engines have cooled down to the point where they can be touched by hand on the engine block, spray the exposed power heads with fresh water. Allow approximately ten (10) minutes to dry. Replace and secure power head covers.
10. Secure all hatches, doors, equipment, etc. until next tour of duty.
11. If the boat is left in the water, make sure that all dock lines, spring lines, and boat fenders are secured to prevent any rubbing or damage due to tidal change and wave action.

S.O.P 2 (continued)

- III. General Maintenance Procedures: Contender 25, Safeboat 27 Metal Shark 28, Lifeproof 31 & 27.
 - A. Check all fuel lines, connectors, and electrical wiring for tightness, breaks, cracks, and leaks.
 - B. Check steering system hydraulics for leaks and ease of operation.
 - C. Check engine trim and tilt hydraulic system for leaks and operation.
 - D. Check battery condition, water level, and electrical connections.
 - E. Check and examine lower units for cracks, leaks, or other damage.
 - F. Check propellers for unusual wear or dents, cotter pin for placement and tightness or brass propeller nuts.
 - G. As needed, spray engine transom brackets with rust preventative.
 - H. Check all doors, hatches, and compartments for operation, and lubricate as needed.
 - I. If the boat is placed on the trailer, the engine should be freshwater flushed.
- IV. Following each one hundred (100) hours of engine operating time: (Completed by Vendor)
 - A. Check all hardware and fittings for tightness.
 - B. Clean and lubricate the battery terminals and electrical connections.
 - C. Record all service completed in boat logbook.

City of Miami



ARTHUR NORIEGA, V
City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

S.O.P **3**

SUBJECT: **GENERAL OPERATIONAL POLICIES
(INCLUDING HURRICANE PREPARENESS PLAN)**

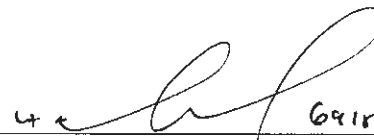
PURPOSE: To establish uniform procedures for the Marine Patrol Officers.

SCOPE: The Miami Police Department's Marine Patrol Detail has established certain guidelines to insure uniformity in the performance of all duties. The following procedures and policies will be followed.

I. Special Working Conditions.

A. All Marine Patrol Officers when reporting for work will report to the Marine Patrol office at the designated time. They will then check into service for their tour of duty. They will monitor Channel 3 or the Marine/Mounted Tactical Channel.

1. On the days that a Marine Patrol Sergeant is not working, roll call for all Marine Patrol officers will be at the Marine Patrol Office as outlined above. The senior officer will hold roll call and shall notify the Detail Supervisor in the event of tardiness or any failure of an officer to report to work for any reason, eg. Ill, K, etc.

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Commander
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Date



S.O.P 3 (continued)

2. All Marine Patrol officers will be directly under the command of the senior Marine Patrol officer working that tour of duty. This officer will be the Acting Supervisor if there is no Marine Patrol Supervisor.

II. General Operational Policies for Waterborne Marine Functions.

A. Disabled Vessels: Mechanical Problem

1. May assist but do not perform any repairs.
2. Dead battery- tow is necessary. Do not jump.
3. Out of fuel- tow is necessary. Do not transfer fuel.

B. Fire Emergencies

1. If in Marina or at private dock:
Call M.F.D. and U.S.C.G. (through complaint room). Ensure the safety of occupants.
2. If in bay call Coast Guard
3. Utilize on-board fire fighting equipment as necessary.

C. Vessel Sinking

1. Contact Coast Guard.
2. Give assistance to those on board.

III. Safety Inspections

A. All vessels that are assisted shall be given a safety inspection.

B. Boats operated in an unsafe manner shall be given a safety inspection.

1. Vessels operating unsafely shall be given a safety inspection and/or issued a boating summons.

C. Safety Inspections should consist of:

1. Backfire flame arrester

S.O.P 3 (continued)

2. Inboard gasoline engines
3. Ventilation of engine and fuel compartments
4. PFD's
5. Bell or whistle
6. Fire extinguisher
7. Oar or paddle (under 16')
8. Anchor and line
9. Visual distress signals
10. Registration
11. Proper display of FL numbers

IV. Towing Procedures

- A. Determination must be made as to whether vessel is safely towable with our equipment. This determination will be made by the senior officer, and he is responsible for the occupant's boat once under tow.
- B. Determine if there is time available for the tow.
- C. If vessel is determined not to be towable notify the proper authorities (Coast Guard, Towing Service, County or F.W.C.)
- D. If vessel is determined to be towable, tow to nearest Marina or dock. If the operator's trailer is at a place other than the one to which he is towed, the officer may transport operator to pick up trailer. However, the tow cannot be discontinued until the vessel is at the dock.
- E. Method of Towing:
 1. Use of towing bridle: hook to towing eye on vessel being towed.
 2. If no towing eye exists, a towing bridle must be made for the vessel being towed.
 3. Tow at safe speed.
 4. Tow with outdrive or outboard raised.

S.O.P 3 (continued)

5. All passengers on vessel being towed must wear PFD's.
6. Require operator to stay on board vessel, when possible, to assist in steering.
7. Advise operator what is expected of him and what he will be required to do to assist in docking.

V. Boating Accidents:

- A. The Miami Police Marine Patrol will respond to all boating accidents that occur within the jurisdiction of the City of Miami Police Department. If the Senior officer feels the injuries are serious or that death may occur or has occurred, he will immediately request the Florida Fish and Wildlife Commission investigator and whatever emergency equipment that may be needed. He/She will take a signal 15 with FWC and assist in securing the scene, vessels, witness, etc.
- B. On all boating accidents, a signal 17 will be used. A Florida Boating accident report will be completed by the investigating officer. The Florida boating accident report will have the incident number placed in the upper right corner. Two copies of the Florida boating accident report will be made. The original and one copy will be left with the supervisor. It is the supervisor's responsibility to take the original report to the records unit and to file the copy. It will be the investigating officer's responsibility to mail the second copy to the FWC Office in Tallahassee, Florida.
- C. If City property is involved in the accident, I.D. will be requested to the scene.
- D. When checking back into service, the officer will check in as follows: 09 with one (1) Florida Boating Accident Report.

VI. Injured Persons:

- A. Determine severity of injuries.
- B. Determine type of transportation needed.
 1. If no extreme emergency exists and a capable operator is on board the victim's vessel may be used to transport.
 2. City Boat may be used if necessary.
 3. Coast Guard Helicopter should be used for emergency.
- C. Where to transport
 1. In South bay transport to Mercy Hospital.

S.O.P 3 (continued)

2. Elsewhere notify M.F.D. Rescue and transport to nearest dock.
3. If diving accident notify the South Florida Hyperbaric Medical Center, at Mercy Hospital (1 800 NO BENDS). Also notify M.F.D. Rescue to transport from the dock at rear of Mercy to the Recompression Chamber.

VII. Passengers on Marine Patrol Vessels

- A. All non-crew personnel will wear PFD's while aboard Marine Patrol Vessels.
- B. Arrestees
 1. Arrestees will always be handcuffed, in the rear, while on board.
 2. Arrestees will always wear a PFD.
 3. Arrestee will be placed in the sitting position in the rear of the boat, and the officer not operating the boat will always watch the arrestee.
 4. Other than dealing with prisoners, the wearing of PFD's by non-Marine Patrol personnel will be at the discretion of the senior officer.

VIII. Weapons

- A. The Marine patrol boat crew will be equipped with their City issued sidearms. A shotgun, Mini-14 or a AR-15 may be used on the boat while on patrol if so desired by the crewmembers. Officers must be currently qualified to carry a shotgun, AR-15 or Mini-14 aboard the vessels.

X. Small Boat Handling/Training:

Introduction: All boat handling training will be conducted by the Unit supervisor or senior field-training officers. As a coxswain you will find it necessary to know the capabilities and limitations of your equipment so that it may be successfully operated. The art of boat handling may be defined as the application of knowledge and skill acquired by study, observation, and experience in effecting safe and smart operation. No two boats will react or handle the same in identical situations.

A. Handling Techniques:

1. Ensure that you are ready to get underway, all personnel and equipment is ready to go.
2. Use engine speed and throttles only to the degree necessary to maintain proper control.

S.O.P 3 (continued)

3. Anticipate maneuvers in advance. This gives better control of the boat.
4. Be alert to your position and avoid getting into emergency situations.
5. Prepare in advance for bad weather.
6. Keep your stern free for maneuvering in close quarters.
7. Be aware of a loss of speed in making turns at all speeds. Loss of control could result during this period.
8. Watch your wake! You are responsible for any damages.
9. When coming alongside, have fenders and lines ready.
10. Take your time. A slow approach is the best approach.

B. Principles of Pressures and Currents:

1. Suction current is the water, which is drawn into the prop.
2. Discharge current is the water, which is driven out astern of the prop.
3. Rudder effect is the prop discharge in relation to the direction of the lower unit.
4. Sideways blade pressure is the unequal thrust exerted by the ascending and descending blade of the prop.
5. Wake current is the water carried along by the boat as it moves through the water overcoming friction.

C. Navigation:

1. Defined as art and science of safely directing the movement of a craft from one position to another.
2. Know relationship of shape, color, light flashing, frequency, and numbering system of channel markers.
3. Nautical charts are an indispensable aid to safe piloting.
 - a. Standardized abbreviations and symbols.
 - b. Compass rose- outer ring shows true north; inner ring shows magnetic north for that particular area.

S.O.P 3 (continued)

b. Depth soundings.

c. Distance scale.

D. Magnetic Compass:

1. The only thing aboard to conduct your boat's direction.
2. Mounted online parallel to keel.
3. Navigation information obtained from compass rose on chart.

E. Conclusion

Once you know your boat's capabilities and limitations, you will be able to direct her movements to a successful completion. Know your boat from bow to stern. Hands-on supervised training is essential. The City of Miami has put you in charge of these boats, learn to operate them efficiently and properly. Marine Patrol Officers will remain in a training status for a minimum of three working months when assigned to the unit. Officers failing to meet acceptable standards will not operate the vessels until the standards are met.

City of Miami



ARTHUR NORIEGA, V
City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

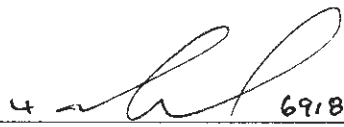
S.O.P 4

SUBJECT: ARREST SITUATIONS

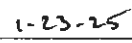
PURPOSE: To standardize procedures for determining the disposition of vessels when operator is arrested.

SCOPE:

- I. General operational policies for situation involving physical arrests.
 - A. Misdemeanor Arrests:
 1. Generally, misdemeanor arrests will be of the "Will Appear Nature."
 2. The exceptions to this policy will fall into three basic categories.
 - a. Someone willfully operating a boat in a reckless and/or dangerous manner.
 - b. Operating a boat while under the influence of drugs or alcohol.
 - c. Warrants outstanding for the arrest of the operator.



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Marine Patrol Detail



Date



S.O.P 4 (continued)

B. Felony Arrests:

1. Boat operator arrested:
 - a. If the boat operator is not the owner, and is arrested, the boat must be impounded unless the owner is present, sober, and capable of operating the boat.
 - b. If the operator is arrested and the boat owner is present but intoxicated, the boat must be impounded or towed.
 - c. If the operator is the owner and is intoxicated the boat must be impounded or towed.
2. If the operator is arrested and the boat owner is onboard, and not intoxicated, but is incapable of operating his own vessel, he may designate a third-party occupant to operate the vessel. However, both he and the designated operator must fill out and sign the consent forms.

C. Impounding Boats:

1. If there are non-arrestees onboard.
 - a. Take the arrestee onto the Police Boat.
 - b. Arrange to have a police car meet the police boat to pick up the prisoner.
 - c. Arrange transportation for the other boat passengers.
 - d. Tow boat to meeting place with police car.
 - e. Tow boat to impoundment area.
 - f. Inventory boat and contents.
 - g. Remove any valuable articles and place in Property unit.
2. If the Arrestees is the only boat occupant.
 - a. Take arrestee onto the police boat.
 - b. Arrange for police car to meet police boat and pick up prisoner.
 - c. Tow arrestee's boat to impoundment area.

S.O.P 4 (continued)

- d. Inventory arrestee's boat.
- e. Remove valuable articles and place in Property unit.

City of Miami



ARTHUR NORIEGA, V
City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

S.O.P **5**

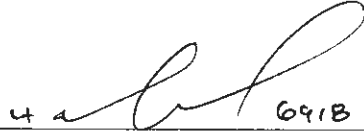
SUBJECT: **DEFENSIVE BOARDING PROCEDURES FOR SMALL BOATS**

PURPOSE: To establish standard operating procedure for the boarding of vessels by boat crew.

SCOPE: Small boat crews are increasingly faced with the possibility of having a "routine" boarding develop into a much more hazardous situation (i.e. contraband, alien smuggling, etc.) The safety of the boat crew involved in these potentially dangerous situations is paramount. Therefore, observance of the standard operating procedures and adherence to the training requirements outlined herein are essential. These guidelines, no matter how explicit or well executed, can neither replace "common sense" nor can they cover every possible situation. When in doubt in any situation, contact the appropriate member in the chain of command for additional guidance.

A. General:

1. Check all weapons for serviceability while you are in route to the vessel or suspected vessel, also put on P.F.D.
2. Notify the dispatcher, USCG OR USCS of your arrival to the scene. Provide the location so that assistance may be dispatched as required.



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S.O.P 5 (continued)

B. Defensive Boarding Procedures for Small Boats:

1. Slowly encircle the vessel to observe unusual/suspicious activity.
2. Approach only close enough to record the registration numbers.

C. Preparation for Boarding:

NOTE: Virtually all boarding is performed at dockside and during that situation, a one-man boarding party shall not be used. There are times when this may not be the case (i.e. grounding when refloated with no other damage, proceeding to port that differs from the City jurisdiction, etc.) when a statute enforcement case arises in these circumstances, the vessel operator shall direct the vessel to the nearest safe mooring and perform a two-man boarding at dockside, or detain the vessel until a backup unit can be requested to accomplish a two-man boarding. However, there may be times, at sea, when a one-man boarding is to occur. During such one-man boarding, the following procedures shall be observed:

1. Request vessel operator to open all side curtains. During hours of darkness order operator of the vessel to turn on all lights.
2. The boarding officer shall be equipped with radio, flashlight, hand/flex cuffs, sidearm, and approved PFD.
3. The remaining crewmember provides cover for the boarding officer. Only a side arm shall be used by the boarding officer.
4. The first approach is made "bow to aft" (port of starboard) of the vessel.
5. The boarding officer requests the registration and other documentation. The patrol boat shall withdraw; the crew shall maintain surveillance of all activity on the vessel while the registration is checked.
6. The second approach is made in a like manner and the boarding officer is transferred to the vessel.
7. The patrol boat withdraws and maintains stationary 50'-75' astern to the vessel.

D. The Boarding:

1. Once onboard, the boarding officer shall remain in continual plain view of the patrol boat crew member covering the situation. At no time during the boarding shall the boarding officer be out of sight of the crew member.

S.O.P 5 (continued)

2. If contraband is discovered, or if suspected or excessive hostility is suspected or encountered, the boarding officer shall withdraw and return to the patrol boat, which may include going over the side. The crew must be alert to this situation and attempt to recover the boarding officer immediately. The vessel operator shall notify the dispatcher, request assistance, clear the area, and maintain surveillance.

E. Recovery of The Boarding Officer:

1. Upon signal from the boarding officer that the boarding is completed, or when trouble is suspected, approach the vessel as outlined above.
2. If the boarding officer is forced to leap over the side of the vessel, make maximum effort to place the patrol boat between the vessel and the boarding officer. If the vessel operator believes it is safe to recover the boarding officer at this time, he shall do so. If it is not safe to recover the boarding officer (due to gunfire), the vessel operator shall clear the area with the man still on the dive platform. The patrol boat will clear the area as safely as possible, keeping the exposed boarding officer out of the line of fire. When at a safe range, recover the boarding officer, request more assistance, and maintain surveillance.
3. If the patrol boat or boarding officer is fired upon, both have the right to defend themselves. If the boarding officer is in the water, attempt to place the patrol boat between him and the line of fire. If necessary, **RAM** the vessel to create diversion, providing the man in the water more time to be recovered. This method is given first precedent if the boarding officer is seized! Return fire as appropriate, remembering that the recovery of the boarding officer and clearing the area are paramount. Upon withdrawing, comply as outlined in paragraph 4C. Be prepared for additional exchange of gunfire.

F. Boarding Party vs. Boarding Officer:

1. It is always wise to have two members of a boarding party board the vessel. However, this is not always possible. Utilize two boat crews when advance warning of a dangerous situation is known. For anticipated routine inspections, one crew is sufficient. **ALWAYS USE TWO MEMBERS WHEN BOARDING DOCKSIDE.**
2. Equipment for a boarding party is the same as for one-man boarding. The assistant boarding officer remains in continual plain view of the armed crewmember on the patrol boat. The assistant boarding officer keeps the boarding officer in continual plain view if he leaves the sight of the patrol boat. The assistant also maintains close vigil on all people on the vessel. All occupants shall be requested to remain in continual plain view of the patrol boat and assistant boarding officer.

S.O.P 5 (continued)

3. If suspected contraband is discovered, the boarding officer shall notify the patrol boat. The assistant boarding officer shall draw his weapon and cover the occupants. **SAFETY NOTE: BE AWARE OF ROCKING VESSELS AND SLIPPERY DECKS, SINCE THEY MAY CAUSE PREMATURE DISCHARGE OF WEAPONS. ENSURE CAUTION IS USED WHEN COVERING PEOPLE WITH LOADED WEAPONS.** The suspects shall be handcuffed by the boarding officer. When all suspects are handcuffed, the boarding officer shall read the Miranda warning.
4. The boarding party officer shall conduct a field test of the contraband.
5. The boarding party shall then await assistance to complete the seizure.
6. If assistance is not readily available, or if the vessel operator and the boarding party believe that transport of the prisoners and the vessel can be performed without additional assistance, that procedure shall be implemented. Otherwise, they shall await further assistance.
7. If the decision is made to proceed without additional assistance, the assistant boarding officer shall maintain guard of the prisoners while the boarding officer takes control of the seized vessel and proceeds to port. The dispatcher shall ensure that assisting units' rendezvous with the seized vessel or are awaiting arrival on shore. The patrol boat shall escort the seized vessel and maintain station slightly abaft either beam. The boarding officer and the assistant shall remain in the continual plain view of the patrol boat.
8. If the vessel is disabled, the boarding officer assumes guard of the prisoners while the assistant prepares the seized vessel for tow. Each member of the crew shall remain in continual plain view of each other and at least one of them in continual plain view of the patrol boat.

City of Miami



ARTHUR NORIEGA, V
City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

S.O.P **6**


SUBJECT: **GUIDELINES AND TECHNIQUES FOR TRAINING IN UNDERWATER RECOVERIES**

PURPOSE: The purpose of the Miami Police Divers is to support the Miami Police Department, other City of Miami Departments, and other Municipalities and Organizations that the City of Miami deems necessary to assist in the task of lifesaving, underwater recovery of property or evidence, underwater surveys, and the recovery of bodies and property in water related accidents and incidents.

SCOPE:

- I. The Diving Unit is made up of the Miami Police Department Marine Patrol Detail Supervisor and Marine Patrol Detail Officers, who are qualified Miami Police Divers. This is intended to be another service and capability provided by the Marine Patrol Detail. All detail Supervisors and Officers of the Miami Police Marine Patrol Detail will be qualified divers.

The training for new members assigned to the unit will be provided by in-house instruction as per guidelines set fourth in the Unit's S.O.P.'s.

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Commander
Marine Patrol Detail

1-23-25

Date

S.O.P 6 (continued)



S.O.P 6 (continued)

A. Member's Qualifications and Training:

All members of the Miami Police Department Marine Patrol Detail will have the following qualifications: Members should be in good physical condition and should not have any chronic or serious ailments. Members should be highly self-motivated, possess a high degree of integrity, and function with a minimum of supervision. Members should possess strong communications and interpersonal skills, and a working knowledge of the State of Florida marine laws, Departmental rules, policies, and procedures. Some mechanical ability is also needed.

Marine Patrol Detail Sergeants and Officers shall:

1. Be certified as an advanced open water diver by a nationally recognized diving association.
2. Personnel will receive a preliminary water test designed for selecting the most qualified personnel for underwater recovery activities and to determine individual abilities and proficiencies. Once selected to the Marine Patrol Detail, Sergeants and Officers shall be required to PASS a swim test annually which will be monitored by the Unit Commander. IF the individual fails to complete any portion of the test, they will be afforded another opportunity in 30 days. IF the individual fails the second attempt, they will be afforded one **FINAL** attempt.

Two (2) of the below tests will be selected by the Unit Commander for each test. Test may be modified by the Unit Commander as necessary. Test may include but are not limited to the following:

- a. Distance swimming (various strokes)
- b. 400-yard surface swim, no swim aides.
- c. 800-yard surface swim, mask, fins, and snorkel.
- d. 25-yard underwater swim on one breath.
- e. Surface dive and weight recovery (10 ft. depth/20 pounds)
- f. Tread water 15 minutes, last three minutes with hands out of water using only legs.

S.O.P 6 (continued)

3. Having completed the necessary courses in search and recovery, rescue diving, and commercial aspects of Public Service diving as set forth by the Marine Patrol Detail Supervisor, the member will be designated as a "Police Diver". Personnel will receive a minimum of 80-hours of basic training from the Underwater Police & Technology (UPST) related to underwater search, recovery, and rescue.
4. The 80-hour courses will be scheduled by the Marine Patrol Detail Supervisor and coordinated with the training program recognized and approved by the State of Florida Commission on Criminal Justice Standards and Training, and the NAPD.
5. Diving in adverse environmental conditions subjects "Police Divers" to the dangers of exhaustion and severe physical fatigue. "Police Divers" will be authorized to workout on-duty four (4) hours a week at the discretion of the Unit Commander to maintain a physical condition that is considered satisfactory by present medical standards.
6. Personnel will receive an up-to-date yearly physical examination to include a stress test by the City designated Medical Facility.

B. Safety Precautions

1. Whenever diving operations are conducted, a diving supervisor or his designee, and two (2) qualified Miami Police Divers will be on the scene at a minimum. The diving supervisor or his designee will determine what equipment, and tasks will be appropriate to the situation.
2. A dive flag will always be displayed at the scene of a diving operation along with a competent person stationed as a lookout to wave off any boat traffic heading into the area of the diving operation.
3. At no time will divers enter limited visibility type water (less than 15 feet visibility) unless SCUBA gear is worn.
4. When diving in the Miami River, Little River Canal, or any other similar water passage, and there is boat traffic present, a boat will be stationed upstream and downstream of the divers to stop water traffic before it gets to the dive site.
5. The diving supervisor will be the senior diver and in charge of the diving operation. If at anytime he/she feels that the task is beyond his/her knowledge or skill to be safely carried out, he/she will immediately halt diving operations and the Marine Patrol Detail Supervisor or Detail Commander will be contacted for instructions.

S.O.P 6 (continued)

6. The divers on the scene will make the final decision on the safety of any equipment utilized in the recovery of submerged vehicles, evidence, and other items. The ultimate responsibility for safety rests with the individual diver.
7. At no time will **any** person not qualified as a certified Miami Police Diver be allowed to work in the capacity as a Miami Police Diver unless authorized by Unit Commander.

C. Individual Diving Equipment:

1. All issued individual diving equipment shall be maintained and kept in good operational condition. Any discrepancies will be corrected as soon as possible (i.e., proper lubrication, washing, patching, storage included). As equipment becomes excessively worn or damaged, a request for replacement or immediate repair shall be made to the unit supervisor.
The Marine Patrol Unit Supervisor or unit-training instructor will conduct periodic inspection of this equipment.
2. The Marine Patrol Detail member will carry their individual diver equipment bags on a 24-hour basis. The equipment shall be taken home with the members in their 24-hour vehicles and properly secured there.

City of Miami



ARTHUR NORIEGA, V
City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

S.O.P 7

SUBJECT: SPECIAL WEAPONS CARE AND USE

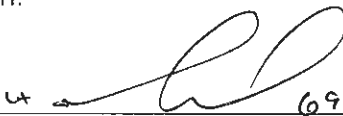
PURPOSE: To establish guidelines for the practical use, care, maintenance, and characteristics of the Mini-14 carbine.

SCOPE: Only those members who obtain a qualifying score from a certified instructor will be authorized to handle the mini-14 carbine or city issued long rifle. Qualification must be kept current by completion of the certified course on a yearly basis.

I. Maintenance of Weapon

A. Daily

1. Inspect weapon and magazine for rust.
2. Wipe all exposed metal with a light coat of oil (except gas piston), with special attention to adjustment screws.
3. Swab barrel with light coat of oil.
4. Inspect magazine spring tension.

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- B. Weekly
 - 1. Weapons will be disassembled (on Mondays) by the designated unit armorer.
 - 2. All parts will be inspected for proper operation, carbon build up, rust, and dirt.
 - 3. All parts will be thoroughly cleaned and oiled before reassembly.
 - 4. Weapons and magazines will always be stored in carrying cases.
 - 5. Weapons shall be empty and in the out-of-battery mode to prevent prolonged fatigue on the hammer spring.
 - 6. Magazines shall also be stored empty to prevent spring fatigue.
- II. Functional Check:
 - A. Cock weapon and Ensure safety is "on". Pull trigger; hammer should not fall.
 - B. Release safety and pull trigger; hammer should fall.
 - C. Cock weapon, and with safety "off". Pull trigger; hammer should fall.
 - D. Weapon is ready for use.
- III. Practical Use of Mini-14 or City Issued long rifle:
 - A. Qualified members shall carry the Mini-14 carbine or city issued long rifle in an approved rifle case to prevent salt-water corrosion while on routine patrol in the police vessel.
 - 1. The weapon shall be in the "out-of-battery mode."
 - 2. The magazines may be loaded in the charged mode, while on patrol.
 - B. The only time the weapons may be placed in the charged mode, while on patrol, is when the likelihood of a potential life-threatening situation exists as described by Departmental Policy.
 - C. The weapons will never be left in the police vessel during non-duty hours. They shall be secured in a place and manner as designated by the unit supervisor.
 - D. The safety of the boat crew and community in a potentially dangerous situation is paramount. Therefore, adherence to standard operating procedures and Departmental Policy regarding use of deadly force are essential. These guidelines, no matter how explicit or well executed, cannot replace "common sense," nor can they cover every possible situation.

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City of Miami



ARTHUR NORIEGA, V
City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

S.O.P **10**

SUBJECT: **HURRICANE PREPAREDNESS PLAN**

PURPOSE: To establish response procedures in the event of a hurricane.

SCOPE:

I. The Marine Patrol Hurricane Preparedness Plan is activated via warnings issued by the National Hurricane Center. The four phases correspond to the interval remaining before the storm clears the Miami area. The Marine Patrol Unit, due to training and equipment, can be expected to perform its duties in far worse weather conditions than normal patrol units. When it is no longer practical to keep the boats in the water, the Marine Patrol Unit will form a Special Response Team to be deployed in rescue and life-threatening situations.

A. Phase I

1. Method of Activation:

When the National Hurricane Center issues a Hurricane Watch, or when the Miami-Dade Sheriff's Office issues a "yachtsmen's Watch." These watches are usually announced within twenty-four (24) hours before the storm's arrival.



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2. Personnel Deployment:

All Marine patrol personnel will be placed on twelve (12) hour shifts (Alpha-Bravo Plan) and their days off will be cancelled. Shift hours will be designated by instructions from the Unit Commander.

3. Duties:

The Marine Patrol Unit will survey the Miami River, Little River Canal, and City Marinas for barges and vessels, which may create a hazard. Owners will be advised to remove or secure potential hazards.

B. Phase II

1. Method of Activation:

When the National Hurricane Center issues a "Hurricane Warning" or when the Miami-Dade Sheriff's Office issues a "Yachtsmen's Warning." These warnings will be issued approximately twenty-four (24) hours before the storm's arrival.

2. Personnel Deployment:

Those personnel that are on duty when the "Warning" is issued will remain on duty until the hurricane has passed. When the next shift is recalled for duty, they also will remain on duty until the hurricane has passed.

3. Duties:

a. Liaison will be maintained with the Miami-Dade Sheriff's Office Marine Patrol, Florida Wildlife Commission, and the United States Coast Guard by telephone and Marine Radio when possible.

b. The Marine Patrol Office will be manned continuously.

c. Marine Patrol boats will survey the Miami coastline for obstructions, hazards, and disabled vessels. Disabled vessels will be towed to the nearest safe harbor. When possible, obstructions and hazards will either be secured or removed. Beach and Marine Patrol units will check Virginia Key Park to make sure that all trash barrels have been removed and that City facilities are properly secured. All citizens will be removed from the park property. Roads leading to the beach and "fill" areas will be blocked off.

S.O.P 10 (continued)

- d. Marine Patrol units will monitor the little River Canal to make sure it is not blocked by vessels seeking safe harbor and will check that vessels are properly secured.
- e. In the event boats block or hinder operations at any City Marina, Marine Patrol units will respond and take whatever action is necessary to remove the vessels or cite the operator as provided in City, County, State and Federal Statutes.
- f. A check will be made of the Marine Stadium, all City Marinas, and all boat ramps to ensure that all vessels and trailers have been removed.

C. Phase III

1. Method of Activation:

When the National Hurricane Center announces, "Gale Warnings", i.e., when winds are recorded in excess of 34 knots. A warning will be issued between four and eight hours before the arrival of hurricane force winds.

2. Personnel Deployment:

Unit members will be assigned to teams. These teams will have two or three members in one four-wheel drive vehicle. All team members will have full foul weather gear and diving gear. The teams will be on standby at the Marine Patrol Office ready to respond to emergency situations as directed by the E.O.C. Room.

3. Duties:

- a. Marine Patrol boats will be removed from the water when wind and sea conditions make further operation unsafe (30-35 knots). The boats will be taken to the heavy equipment garage or other designated area for safe storage.
- b. Teams will go to the Marine Patrol Office or other designated area and maintain radio and telephone contact with the Complaint Room.
- c. Teams will be ready to respond to rescue and arrest situations as long as the weather permits.
- d. When winds exceed 50 m.p.h., Marine Patrol Units will only respond to dire, life threatening situations.

S.O.P 10 (continued)

D. Phase IV

1. As soon as practical after the storm passes, the Marine Patrol will put all available boats into the water. The Marine Patrol four-wheel drive vehicles will then be used in situations where normal police vehicles cannot respond.
2. The Marine Patrol will survey the Miami coastline, Marinas, Virginia Key, Watson Island, and dry storage areas for damage.
 - a. An assessment of damage will be furnished to the Complaint Room and E.O.C.
 - b. The Coast Guard will be notified of vessels sunk in the Miami River and intercoastal waterway.
3. In the event that major street flooding occurs and isolates areas of the City, the Marine patrol Personnel will utilize any safe small craft available (inflatable boats, skiffs, dinghies, jet ski's, etc.) for rescue and response to emergency situations.

City of Miami



ARTHUR NORIEGA, V
City Manager

MIAMI POLICE PATROL SUPPORT UNIT

MARINE PATROL DETAIL

STANDARD OPERATING PROCEDURES

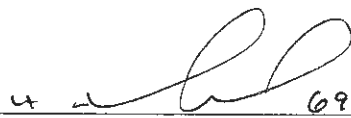
S.O.P **11**

SUBJECT: **24-HOUR ON-CALL DIVERS**

PURPOSE: To provide 24-hour availability for waterborne and underwater recovery emergencies.

SCOPE:

- I. The Marine Patrol Detail Supervisor shall maintain a roster of qualified Miami Marine Patrol Divers. Divers will be assigned on a rotating basis as the "On-Call Divers."
 - A. The communications section will be given a copy of the duty roster and a listing of the individual officer's home phone number and pager number.
 - B. The cell phone shall be monitored when not in telephone contact while off-duty. The Marine Patrol Detail Supervisor and Miami Marine Patrol Divers will monitor the cell phone 24 –hours a day.
 - C. If an emergency requiring Marine Patrol or diver assistance exists, communications will initiate the automated notification system (Manage Bridge) which will notify specified unit members in accordance with their required on-call days.


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- D. If the On-Call Divers are notified by telephone, she/he will ascertain the exact location of the emergency, the requesting unit, and whether the location can be reached by land or vessel. He/She will then proceed immediately to the scene or the police vessel, whichever is more appropriate.
 - E. The On-Call Diver will use their assigned radio number for all transmissions while in transit to dive scenes.
 - I. The On-Call Diver will have the use of a 24-hour vehicle to provide minimal response time. He/She will be responsible for having the vehicle serviced according to the regular maintenance service schedule.
 - J. **ALL CALLOUTS WILL REQUIRE A SUPERVISOR AND 3 DIVERS TO RESPOND. (1) PRIMARY DIVER (1) SECONDARY DIVER (1) SAFETY DIVER/TENDER**
- II. Duties:
- A. The On-Call Diver's equipment shall include, but to be limited to the following:
 - 1. (2) full scuba tanks.
 - 2. Personal dive bag and weight belt.
 - 3. Underwater light.
 - 4. One 25', two 50' and two 100' search lines.
 - 5. One (1) pony tank.
 - 6. One (1) set of chains with axle hooks
 - 7. One (1) set of Jumper Cables.
 - 8. One (1) Fire Extinguisher.
- III. On-duty Underwater Recovery Response
- A. When a boat crew receives a call for diver assistance, they must make a determination if the location can be reached by boat or land vehicle.
 - B. If the location can be reached by boat, the vessel operator will proceed by the most direct route while the second officer immediately begins donning his wetsuit and preparing his scuba gear. Once on the scene, if two (2) divers are required the coxswain will then prepare himself for the diving operation.

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- C. If the location can only be reached by land, the vessel operator will proceed immediately to the nearest port where a Marine patrol vehicle is located. The two divers will be donning their wet suits while in-route to the port. The diving gear must then be transferred from vessel to vehicle.