



# MILWAUKEE POLICE DEPARTMENT

## STANDARD OPERATING INSTRUCTION

### UNDERWATER INVESTIGATION UNIT

ISSUED: March 8, 2022

EFFECTIVE: March 8, 2022

REVIEWED/APPROVED BY:

Assistant Chief Steven Johnson

DATE: February 14, 2022

ACTION: Amends SOI (March 6, 2020)

WILEAG STANDARD(S): 13.1.6

### ROLL CALL VERSION

Contains only changes to current policy.  
For complete version of SOP, see SharePoint.

## II. POLICY

The terms Underwater Investigation Unit (UIU) and dive team are synonymous in these guidelines. No person shall engage in diving operations unless they are currently a member of the Underwater Investigation Unit, involved in the testing procedure to become a member of the Unit, or in circumstances to be determined by the ~~District One~~ Specialized Patrol Division commanding officer, or designee.

No personnel are permitted to operate at a level of certification above which they have been certified or trained by the department at any incident or training exercise. Divers must be annually tested to departmental standards to maintain department certification to act in the capacity of a diver.

Diving for the Milwaukee Police Department is to be considered a privilege and can be revoked at any time by the ~~District One~~ Specialized Patrol Division commanding officer, or designee.

## IV. DEFINITIONS

### O. DIVE TEAM SUPERVISOR

The supervisor in charge of the administrative functions of the dive team selected by the ~~District One~~ Specialized Patrol Division commanding officer.

## V. CALL UP PROCEDURES (WILEAG 13.1.6)

B. The Underwater Investigation Unit of the Milwaukee Police Department is assigned to ~~District One~~ Specialized Patrol Division. The unit operates on an on-call basis, available 24 hours per day, seven days a week, 365 days a year.  
(WILEAG 13.1.6.2)

C. The members of the unit are on duty at various districts and divisions on all shifts. There will be circumstances in which an immediate call up is not necessary. In those cases arrangements can be made to conduct a search as soon as practicable, using the

following procedure.

1. The requesting supervisor shall notify the ~~field inspector~~ **night watch commander** or the ~~District One~~ **Specialized Patrol Division** commanding officer or his/her designee.
2. During late shift duty hours, a supervisor shall notify the on duty ~~field inspector~~ **night watch commander**, or in his/her absence, the ~~District One~~ **Specialized Patrol Division** shift commander, relative to the nature of the UIU request, its location and urgency of the request. The authority to institute a call up procedure will be the ~~field inspector~~ **night watch commander** or in his/her absence the ~~District One~~ **Specialized Patrol Division** shift commander who in like determining manner shall authorize a call-up by notifying the ~~District One~~ **Specialized Patrol Division** commanding officer or his/her designee of the same particulars and requesting a call up be initiated.
4. Unless prescribed otherwise by the ~~District One~~ **Specialized Patrol Division** commanding officer or designee, the following protocol and compliment of UIU personnel are to be notified.

#### **VI. DIVE TEAM SUPERVISOR**

- A. The ~~District One~~ **Specialized Patrol Division** commanding officer shall appoint a dive team supervisor.
- B. The dive team supervisor shall be accountable to the ~~District One~~ **Specialized Patrol Division** commanding officer or his or her designee for the conduct of the dive team. The operational authority for the dive team including the conduct of training and certification, approval of dive plans, maintenance of diving records, and ensuring compliance with this SOI and all relevant regulations of the dive team rests with the dive team supervisor.

#### **VII. DIVE INCIDENT LEADER**

The ~~District One~~ **Specialized Patrol Division** commanding officer has the ultimate authority for the dive team and its related activities. However, the dive incident leader will make decisions related to the conduct of actual diving operations unless he or she is properly relieved of his or her responsibilities by a diver of higher authority and his or her orders are superseded by the diver assuming the responsibility of dive incident leader.

For each dive, one diver shall be designated as the dive incident leader. The dive team leader shall be in an appropriate location at the dive site or the dive location to direct the diving operation.

#### **VIII. DIVE OPERATIONS (WILEAG 13.1.6)**

##### **A. GENERAL DIVE PROCEDURES**

For all dives the following procedure shall be followed. The dive incident leader, in concert with the safety diver, shall survey the dive site and plan the safest location to enter the water, prepare the equipment needed to safely complete the dive, and direct other team members on establishing a perimeter for containment of dive equipment and divers. The

dive incident leader or designee, and/or the safety diver will plan access to the dive scene by ambulance personnel and advise other officers on the scene of the planned access to facilitate quick response by medical personnel in an emergency. Under no circumstances will a diver be ordered to or required to dive if he/she deems the diving conditions, his/her own physical or mental condition, or the condition of his/her equipment unsafe to dive. The dive incident leader, dive team supervisor, or designee, the ~~District One~~ **Specialized Patrol Division** commanding officer, or designee, or the safety diver may forbid a diver from performing a dive.

#### V. TRAINING DIVES

Underwater Investigation Unit members are required to attend training exercises to remain team members. Absence from a training dive may only be granted by the dive team supervisor and the ~~District One~~ **Specialized Patrol Division** commanding officer, or their designees. Divers missing a training dive without permission are subject to remedies and exclusion from the team.

During all training exercises, divers will utilize safe diving practices. Training dives are to familiarize divers with their equipment, practice recovery techniques, and educate divers on advanced diving techniques and practices. The team training officer is responsible for planning and executing practice sessions.

(WILEAG 13.1.6.3)

#### Y. COMMUNITY DEMONSTRATIONS / DISPLAYS

The Underwater Investigation Unit shall participate, when requested, in community, school, or civic group demonstrations with approval of the ~~District One~~ **Specialized Patrol Division** commanding officer, or his/her designee. Equipment displayed at such demonstrations shall be clean and present a positive image of the dive team and the Milwaukee Police Department. Divers manning the display shall wear the uniform approved by the team supervisor, or his designee.

#### Z. REPORTING REQUIREMENTS

1. The dive incident leader, or designee, upon the conclusion of the dive operation, shall complete an incident report supplement or *Department Memorandum* (form PM-9E) as appropriate. A copy shall be placed in the dive team records. The dive logs shall be turned into the dive team supervisor upon completion of the dive. An annual report of all dive operations shall be completed and submitted to the ~~District One~~ **Specialized Patrol Division** commanding officer.

#### CC. PROBATIONARY STATUS

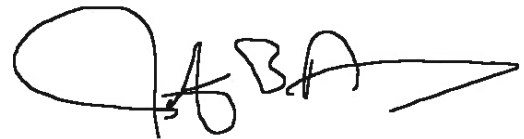
Any diver selected for appointment to the Milwaukee Police Department Underwater Investigation Unit shall be considered a probationary diver for a period of no less than one year from the date of appointment. The probationary diver's performance will be reviewed periodically. The ~~District One~~ **Specialized Patrol Division** commanding officer will consider the probationary diver's retention or removal from the team or extending the probationary period.

**XIV. NO DIVE STATUS**

- A. The dive team supervisor may put a dive team member on a "no dive status" for the following reasons. The status will be given after all resources available to the dive team supervisor have been utilized to correct the situation with the diver. The reason for the status will be documented and cleared through the ~~District One~~ **Specialized Patrol Division** commanding officer.
- B. A dive team member may put him or herself on a no dive status at any time due to health or other reasons. The dive team supervisor and ~~District One~~ **Specialized Patrol Division** commanding officer must be notified and the status reflected on the dive roster. If the status change is of a substantial length the diver may have to attend remedial training prior to returning to a dive status.

**XVI. MEMBER SELECTION PROCESS**

- B. Members selected to the Underwater Investigation Unit will be considered on probationary status for a period on one year or as determined by the ~~District One~~ **Specialized Patrol Division** commanding officer. Probationary members will be selected from a ranked eligibility list as needed to fill vacancies. The list will expire on a date decided by the ~~District One~~ **Specialized Patrol Division** commanding officer.



JEFFREY B. NORMAN  
CHIEF OF POLICE