

**SAN DIEGO POLICE DEPARTMENT
PROCEDURE**

DATE: March 25, 2016

NUMBER: 3.32 – INVESTIGATIONS

SUBJECT: DIGNITARY PROTECTION DETAILS

RELATED POLICY: [3.32](#)

ORIGINATING DIVISION: CRIMINAL INTELLIGENCE UNIT

NEW PROCEDURE:

PROCEDURAL CHANGE:

SUPERSEDES: DP 7.09 –06/12/2012

I. PURPOSE

This Department procedure establishes guidelines for the formation of dignitary protection details.

II. SCOPE

This procedure applies to all members of the Department.

III. BACKGROUND

The San Diego Police Department often receives requests for assistance from outside law enforcement agencies or individuals regarding the formation of a protective detail for a visiting dignitary.

In the City of San Diego, the duty of coordinating protective details for visiting dignitaries falls to the Criminal Intelligence Unit (CIU). For purposes of continuity in the protective mission, all requests regarding the use of San Diego Police Department personnel and assets needed to facilitate these visits will be processed through CIU.

IV. DEFINITIONS

For purposes of this procedure, the following definitions apply:

- A. Dignitary – a person who holds a high rank or political office within a government, either foreign or domestic.
- B. Protective Detail – a protective detail is comprised of both police personnel and accompanying assets sufficient to provide a safe environment for both the visiting dignitary and members of the public for the duration of the dignitary's stay in San Diego.
- C. Lead Law Enforcement Agency – the primary agency tasked with providing for the protection of a dignitary (i.e., United States Secret Service, U.S. Department of State, Capitol Police).

V. PROCEDURES

- A. As a general rule, the San Diego Police Department does NOT provide protective details, motorcades or escorts to private citizens or celebrities. Should a threat be reported to the San Diego Police Department that targets a visiting private citizen or celebrity, that information will be forwarded to the appropriate area command or investigative unit for follow-up.
- B. As directed by the commanding officer of the Criminal Intelligence Unit, the San Diego Police Department will assist the lead law enforcement agency charged with the protection of a dignitary to facilitate a safe visit for the dignitary during his or her time in the City of San Diego.
- C. Any member of the Department receiving an inquiry or request regarding the formation of a protective detail should first call the Dignitary Protection Coordinator in CIU to ascertain if the event has already been calendared. If CIU was unaware of the visit and it appears to fall under their purview as previously defined, the Dignitary Protection Coordinator will collect all pertinent information available from the reporting Department member and will assume responsibility for the visit. Requests that do not appear to meet the criteria will be referred back to the appropriate command with a reason for the denial.
- D. When notified of an upcoming visit requiring the use of Department personnel and assets, the CIU Dignitary Protection Coordinator will first identify the needs of the requesting lead law enforcement agency, as well as the Department commands most likely to be affected by the visit.
- E. On larger or higher level protective visits, the lead law enforcement agency may host a planning meeting to coordinate assets for the event. In this case, the CIU

Dignitary Protection Coordinator may consider inviting representatives from the affected commands, (e.g., Canine, Patrol, Traffic, SWAT, ABLE). If requested by the lead agency, the CIU Dignitary Protection Coordinator may also assign detectives from CIU to act as counterparts to agents from the lead agency. CIU personnel will monitor all available information sources for the duration of the visit and pass on any relevant information regarding planned disturbances or threats to the lead agency.

- F. During a visit, in order to facilitate the safe and smooth movements of a dignitary from one venue to the next, the lead agency may request the construction of a motorcade. The makeup of a motorcade package can vary widely from low level to high level protective missions. The protective level of the mission will directly affect the amount of police assets needed to facilitate the movement. Motorcade movements in high level protective missions may require full intersection control. This type of movement can only be facilitated safely through the use of police motorcycle or “motor” squads. The formation of any motorcade involving a motors escort must be approved through the CIU commanding officer.
- G. The coordination of assets and personnel assignments at any protective detail is critical. More often than not, agents from the lead law enforcement agency will not be familiar with who is authorized to be on scene at a particular event or venue. As such, the CIU Dignitary Protection Coordinator will formulate an overall operational plan encompassing all Department assets utilized for the event. Any additional Department units or commands involved in the visit shall ensure that the coordinator is provided with updated staffing reports throughout the duration of the visit.