Purpose
To provide guidelines for making or receiving requests for mutual aid or the contract employment of an external law enforcement agency. This order is not intended to prohibit routine or emergency “backup” to neighboring jurisdictions within any division.

General Order
The Indiana University Police Department (IUPD) is an authorized law enforcement agency pursuant to Indiana Code 21-39-4-1 et seq. The Indiana University (IU) Board of Trustees (the “Board”) has authorized IUPD’s jurisdiction pursuant to IU Policy PS-PD-01 Exercise of Extended Jurisdiction by Officers of the Indiana University Police Department. The Board has authorized IUPD officers to respond to a request by another law enforcement agency to assist in a specific law enforcement activity. (2.1.5)

Situations may develop which may cause divisions of the IUPD to make a request for additional staffing, or which will result in an outside law enforcement agency requesting additional staffing for police services from Indiana University. This directive does not prohibit division chiefs, with the superintendent for public safety’s approval, to enter into jurisdictional agreements when warranted.

Legally Mandated Authority and Responsibility (2.1.5)
Mutual Aid Requests for Exigent or Emergency Circumstances
Requests for mutual aid by another law enforcement agency or requests by the IUPD for assistance will be met in accordance with all official agreements, Indiana State statute, and with the following general provisions.

- In emergency situations, a supervisor can authorize the assignments of officers to assist or request assistance from neighboring law enforcement agencies in the division’s county or another higher education law enforcement agency, provided the law enforcement obligations to the division’s campus are fully met. In the absence of a supervisor, officers can use best judgement to respond and report to a supervisor at their earliest convenience.
  o As soon as practical, the emergency request will be sent to the superintendent for public safety and/or the division chief of police.

- The request should denote the specific resources needed and the duration of the mutual aid request. (i.e., Requesting IUPD officers to cover another institution of higher education’s campus with X amount of police officers due to an event or shortage.)
  o The superintendent for public safety and/or division chief of police will determine the available resources and respond to the request, accordingly, provided the law enforcement obligations to the division’s campus are fully met.
enforcement obligations and coverage for the division’s campus of Indiana University is fully met.

- The campus coordinator for Indiana University Emergency Management should be notified, when practical, of all emergency or exigent circumstances when mutual aid is rendered.

- Personnel from other law enforcement agencies assisting the IUPD during emergency situations, will work under the supervision of Indiana University. All attempts should be made to institute a unified command per National Incident Management System (NIMS) protocols. (2.1.5)

- Mutual aid requests can be in the form of, but not limited to:
  - Crowd control.
  - Supplemental patrol.
  - Response to calls for service.
  - Traffic control.
  - Tactical.
  - Investigative support, and
  - EOD canine sweeps upon request and depending upon the nature of the emergency.

- Ongoing and detailed documentation of any emergency or exigent situation requiring mutual aid should occur.

**Mutual Aid Requests for Non-exigent Circumstances**
The IUPD is permitted to request the assistance of outside agencies or assist outside agencies under the following general provisions:

- All requests for mutual aid will be in writing to the Superintendent for Public Safety and/or division chief of police.

- When practical, all mutual aid requests should be memorialized within a memorandum of understanding (MOU) approved by Indiana University General Counsel. The MOU should be specific in nature as to the resources and scope of requested assistance.

- Mutual aid can be in the form of, but not limited to: crowd control, supplemental patrol, response to calls for service, traffic control, tactical, investigative support, and EOD canine sweeps upon request or any other request as approved by the Superintendent.
2.1.5 Legally Mandated Authority and Responsibility

**Contracted Employment of External Agencies**

All external law enforcement agencies that may be hired to supplement events or athletic events on any campus of Indiana University must be approved by the IUPD.

- It will be the policy of Indiana University that only recognized and duly trained law enforcement officers by the Indiana Law Enforcement Training Board will be considered for contracted employment.

- No officer with less than the basic law enforcement certification, maintained in good standing, will work in a contracted capacity on an Indiana University campus. Requests for contracted external law enforcement agencies will be handled with the following general provisions:
  - The division chief of police or their designee will approve, administer the staffing, and when practical invoice or oversee the invoicing of the chosen external law enforcement agency working an event and/or athletic event on an Indiana University campus.
  - For major events and/or athletic events, contracted external law enforcement agencies will be denoted in an official Indiana University Event Action Plan (EAP) for planning purposes.
  - When practical, contracted external law enforcement agencies and their officers should work on an approved IUPD radio talk group to ensure continuity of services.
  - Contracted external law enforcement agencies and their personnel will be in a support role to the IUPD. The agency and its officers will work under the supervision of Indiana University.

**Related Information**

State of Indiana, Indiana Code:

IC 21-39-4 *Powers to Appoint Police Officers*

Indiana University Policy:

PS-PD-01 *Exercise of Extended Jurisdiction by Officers of the Indiana University Police Department*
2.1.5 Legally Mandated Authority and Responsibility

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Indiana University Police Department – IACLEA:

G2.1.4 Mutual Aid & Contracted Employment of External Agencies

Benjamin Hunter (7/30/2021)
Superintendent for Public Safety