



# **STANDARD OPERATING PROCEDURE**

## **CROWD MANAGEMENT OPERATIONS: PUBLIC ORDER POLICE AND METROPOLITAN PUBLIC ORDER POLICE**



**SOP 2/2015 (DRAFT)**

# **Draft Standard Operating Procedure: Crowd Management Operations for Public Order Police and Metropolitan Police**

## **1. Purpose:**

To provide a guideline to trained Public Order Police (POP) and Metropolitan Police members in order to ensure the professional and effective combined management of crowd management situations.

The purpose of this Standard Operating Procedure is also to supplement National Instruction 4 of 2014 as well as the National Municipal Policing Standard in order to regulate crowd management during combined operations by members of the Metropolitan police services during gatherings and demonstrations in accordance with the democratic principles of the Constitution and acceptable international standards.

## **2. Scope:**

This procedure is relevant to all peaceful, unrest related crowd management and restorative situations, involving both POP and Metropolitan Police.

The scope may include any other role player involved in crowd management or restorative operations, to serve as a guideline to enhance their understanding of the roles and functions of the mentioned role players.

## **3. Responsibility:**

This SOP applies to all POP and Metropolitan Police members trained in crowd management or any other South African Police Service or Metropolitan Police member not trained in crowd management but experienced in the role of first responders in order to assist and support in crowd management or restorative operations.

Although Metropolitan Police are not as such mandated by legislation to conduct crowd management or restorative operations, their role as a “golden triangle” role player must not be underestimated, while Metropolitan Police’s existing capacity remains a valuable resource in support of managing crowds.

## **4. Procedure:**

The training and equipment of identified Metropolitan police officials to support POP whether as first responders or operational members, needs to be aligned with the training and equipment standards within SAPS and more specifically POP, to ensure success.

### **4.1 Role of first responder to unplanned events**

The first responder at the scene may be a member from the local SAPS, or Metro Police and must seek to preserve the peace and protect the community.

#### 4.1.1 Step1

- (a) First responder must set up temporary JOC and obtain relevant tactical information
- (b) Identify leader
- (c ) Obtain full information on leader
- (c) Determine reason for action
- (d) Enquire whether notice was submitted or not.

#### 4.1.2 Step 2

- (a) Contact local responsible officer and enquire about notice
- (b) Contact authorized member and request to come to scene
- (c) Notify relevant Station Commander, Executive Head and POP unit commander.

#### 4.1.3 Step 3

- (a) Contact POP and provide following essential elements of information:
  - Exact place of gathering
  - Estimated number of participants
  - Composition of crowd (sex and age)
  - Visible dangerous weapons
  - Mood of crowd
  - Information on leader
  - Reason for action
  - Request back up by trained crowd management members.

#### 4.1.4 Step 4

- (a) A Set a standard of tolerance and be aware of own body language
- (b) Do not make any promises
- (c) Attempt to introduce an atmosphere conducive to negotiation by implementing the 5 C stairs and move down not up.

#### 4.1.5 Step 5

- (a) Bring the provisions in section 3.2 of the Regulation of Gatherings Act 1993 (Act No. 205 of 1993) to the attention of the convener/leader.
- (b) Facilitate primary negotiations until the scene is handed over to trained personnel.
- (c) After handing over the scene to trained personnel the first responder must not withdraw until given permission to do so by the operational commander.
- (d) Continuous record keeping must be conducted throughout (includes written records, video, still photographs, voice recordings or statements) and must consist of;
  - (i) time of arrival at the scene or venue;
  - (ii) exact location (address) of the gathering;
  - (iii) number of participants involved in the gathering;
  - (iv) the behaviour of the participants and their actions;
  - (v) whether any firearms or weapons are observed;
  - (vi) particulars and descriptions of the leaders of the gathering;
  - (vii) descriptions of demonstrators breaking the law so that arrests can be made at a later stage if necessary;
  - (viii) all steps and actions taken by first responder;
  - (ix) development of the situation;
  - (x) time at which the scene was handed over and to whom; and
  - (xi) take photographs or video material of demonstrators breaking the law, if possible.
- (e) if a national road is being blocked, the road needs to be cleared first before negotiations may start. Other roads will depend on the discretion of the operational commander.

4.1.6 Every station commander must also ensure that visible policing members at his or her station undergo crowd management training and that a list is kept in the Community Service Centre of members trained in crowd management. Station commanders must designate detectives to assist the Community Service Centre with statement taking during a crowd management incident.

## 4.2 After notification or information received

- 4.2.1 After notification or information has been received by POP or the Metropolitan Police Executive Head of a crowd management situation, the information must be conveyed to the Provincial Head: ORS to enable him or her to determine the threat level involved, (together with Crime Intelligence and other relevant role players (such as the local authority)).
- 4.2.2 The relevant authorized member and responsible officer will fulfil their roles and functions as prescribed in the National Instruction 4 of 2014, and the National Municipal Policing Standard.
- 4.2.3 The assessment of the threat level must be based on available operational information (taking into account the level of the risk, discussions and arrangements with the convenor, history of peaceful or violent protests by the parties involved, past experience with the parties, suitability, vicinity or venue in terms of alleviating or aggravating risk, etc). The Provincial Head: ORS must as soon as practically possible inform the relevant authorized member, POP unit commander, station commander, provincial commissioner and the Section Head: POP Operations (at the Division: ORS) regarding his or her assessment of the threat level involved in a gathering or demonstration.
- 4.2.4 The threat must be categorised as follows;
- (a) Level One: (A peaceful gathering and less significant sport, entertainment or social event which can be policed by members of Visible Policing at station level or the Metro Police (trained in basic Crowd Management skills) where there is no threat or need for the use of force is envisaged. The POP unit must be on standby: Provided that the POP unit may take over control of the management of the crowd, if the commander of the POP unit deems it necessary.) Members doing crowd management must form part of a unified command structure and must work in sections, platoons or companies. All members trained in basic crowd management (even Metro police officers) must be in possession of the necessary crowd management equipment.
  - (b) Level Two: (Unconfirmed information regarding a possibility of a threat against lives and property) Members of Visible Policing at station level and the Metro police service, that are trained in basic crowd management skills, must be the primary role-players, with the relevant POP unit in reserve at the scene. Members doing crowd management must form part of a unified command structure and must work in sections, platoons or companies. All members trained in basic crowd management (even Metro police officials) must be in possession of the necessary crowd management equipment.
  - (c) Level Three: Confirmed information regarding a likely threat to lives and property. The POP unit must take operational command. (Visible Policing at station level and the Metro Police service may be utilised to

assist in policing the event).

- 4.2.5 If a crowd management or public order situation escalates to the extent that Public violence erupts and the necessity to restore public order is required, POP must take full operational command and stabilize the situation.

#### 4.3 Pre planning of operations

4.3.1 The Overall Commander is designated by the relevant Provincial or Divisional Commissioner and is responsible for well-planned and co-ordinated actions for the duration of an operation.

4.3.2 All operational plans must be implemented according to OCT planning directives.

4.3.3 The Overall Commander of the operation must;

- (a) activate or implement an effective information gathering system for the operation to pro-actively gather up to the minute, relevant and accurate information, by enlisting the assistance of members of Visible Policing at station level, Crime Intelligence, local authorities, Metro police officials, discussions with the public or the use of the information network of the POP Unit;
- (b) collect information regarding:
  - the actual route the participants plan to follow (the information on the planned route is normally obtained at a meeting held in terms of section 4 of the Act);
  - the likelihood of an outbreak of violence;
  - whether the participants are aggravated;
  - whether any firearms (or dangerous weapons or objects) are or will be present;
  - the intention of the participants;
  - the actual number of participants that will take part; and
  - any other information which is of importance for the operation;
- (c) make a thorough assessment on the available means, the mission, the threat as well as the surrounding circumstances. This will enable the Overall Commander to have a broad overview of what is expected and how he or she can achieve the objective;
- (d) arrange a security meeting with all the relevant role players needed to conduct the operation (for example; private security, the supervisor of the Marshals, Traffic Police, Emergency Medical Services (EMS), Disaster Management as well as other relevant police units);
- (e) develop a comprehensive written operational plan;
- (f) submit the developed operational plan to the Head: National POP (or the functionary designated by him or her), the Provincial Commissioner and cluster commander;

- (g) submit the written plan to the relevant role players and units as well as the Station Commander (in whose policing area the event will take place). A copy of all crowd related event plans must be submitted to the relevant POP unit for registration on the IRIS system and to the relevant Executive Head of Metro Police (if applicable) for information purposes;
- (h) activate a JOC and designate a JOC commander, operational commander, intelligence commander and a support commander, taking into account the circumstances and the results of the threat assessment in the event of a level 2 threat. In the event of a level 3 threat, the relevant POP unit operational commander must be designated in consultation with the relevant POP unit Commander and Provincial Head: ORS;
- (i) ensure an information network to supply up to the minute information of a tactical nature to the JOC (use this information to effectively apply the available resources or means. In all instances where the POP unit is actively involved in any operation (such as level 3) they must approach their information managers to gather information before, during and after the operation);
- (j) brief all the commanders and relevant command structures of the different Units or Departments;
- (k) ensure that a situation report is given to the POP operational room at the POP unit for the completion of an IRIS; and
- (l) ensure that a copy of the de-briefing report is submitted to the relevant POP unit for filing.

4.3.4 All information gathered before, during and after an operation must be reported to the Overall Commander so that he or she is continuously aware of the actions of the participants. (The members must report all information to their officer in charge at the scene who must report it to the JOC Commander. POP information members must always be deployed with their operational members and tasked to gather specific information relating to possible threats). This information must be reported either telephonically or by radio (using the designated channel) to the Operational Commander, who will in turn inform the JOC Commander. The JOC Commander must keep the Overall Commander informed of the actions of participants.

#### 4.4 Briefing of members

4.4.1 All role players involved must attend the briefing and be properly briefed before they are deployed to perform crowd management or restoration of

public order duties. The Overall Commander must ensure that Employee Health and Wellness is informed of the event or gathering.

#### 4.4.2 The Overall Commander or a designated officer must

- (a) personally brief all members and other role players in the command structure;
- (b) ensure that all members in the command structure communicate the objectives of the operation clearly to all members deployed for the event;
- (c) instruct all commanders or section leaders to furnish detailed written plans on their specific tasks,
- (d) ensure that trained video camera operators are designated to record video material of the duties performed; and
- (e) ensure that members trained in first aid (medical ordinances) are also tasked should the need arise.

4.4.3 During the briefing, the tasks of all role players involved in the operation must be defined in detail by the operational commander. The command structure as set out in the operational plan must be clearly explained. The communication channel must also be communicated to all members before the operation.

4.4.4 A name list (SAPS 15) is to be compiled of all members present (as well as the equipment and firearms and ammunition at their disposal) when a briefing is given. Section leaders must be identified and briefed in accordance with the operational plan on what is to be done. Members must be questioned to ensure that they understand what is expected of them. A briefing certificate must be completed by each member, stating that he or she understands what is expected of him or her. Section leaders and commanders must then brief their members following the same procedure. This will ensure that everyone involved is properly briefed.

4.4.5 The Operational Commander must ensure that POP and Metro members are inspected in order to ensure that their name badges are clearly visible and that every member has at least;

- (a) body armour (bullet resistant vest also with leg, chest and arm protection) and helmet (with gas mask and filter);
- (b) a shield;
- (c) a tonfa;
- (d) pepper spray;
- (e) handcuffs (and cable ties);
- (f) CS teargas grenades (to designated members);
- (g) stun grenades;
- (h) a shotgun with approved rounds (to designated members);



- (i) 40 mm Launcher with identified rounds (to designated members); and
- (j) 9 mm sidearm (official issue) firearm and rounds of ammunition.

4.4.6 The Operational Commander must ensure that record is kept of each member's equipment, firearms and ammunition and that it is available once the inspection is finalised.

4.4.7 It is essential that prior to combined operations Metro police and SAPS (POP) members must have trained and conducted scenario operations together. This is to ensure that the command and control structures function effectively, operational equipment is standardized and cooperation requirements between the different role players are aligned.

#### 4.5 Conducting peaceful operations

4.5.1 The Overall Commander must designate a member, trained in POP operational tactics and techniques, as Operational Commander. The commander must at least have the rank of Warrant Officer or a higher rank in order to meet the criteria set out in section 9 of the Act.

#### 4.5.2 An operation;

- (a) must be conducted in accordance with the operational plan;
- (b) must preferably be conducted with a reserve (a reserve may be a section, platoon, company or even a group, depending on the size of the operation). (A reserve will provide the Operational Commander with options. The sections of the reserve will be utilised as part of the defensive measures, although they must have the capability to carry out offensive actions);
- (c) the members taking part in the operation must be organised in sections, platoons, companies or groups. (A member must remain in his or her position, as instructed by the Operational Commander, and may not change, leave or abandon this position unless instructed to do so by the Operational Commander);
- (d) the Operational Commander remains in command of the operation and takes all tactical and operational decisions. (the operational commander must be well experienced in the handling of stressful situations);
- (e) a senior POP member must be designated to take operational command of POP members. (All other members of all agencies or disciplines supporting POP in a crowd management operation resort under the authority of the Operational Commander); and
- (f) a member of any other agency, discipline, unit or station may not be permitted to perform duties in the same section, platoon, company, or group with POP members (unless the specific agency, discipline, unit or station has trained together with the POP unit and is able to function together with them as a cohesive unit.) (POP units have specialized

training and should operate independently from all other members, unless the specific agency, discipline, unit or station has trained together with the POP unit and is able to function together with them as a cohesive unit. This will ensure the safety of the POP members as well as the safety of other members at the scene. This is particularly important in cases of medium and high risk operations.)

4.5.3 The Operational Commander must seek to build trust with the crowd and its representatives. This can be achieved by adhering to undertakings given. The use of force must be avoided at all costs and members deployed for the operation must display the highest degree of tolerance. The use of force and dispersal of crowds must comply with the requirements of section 9(1) and (2) of the Act. During any operation, ongoing negotiations must take place between police officers and conveners or other leadership elements to resolve issues before they escalate.

#### 4.6 Conducting restoration operations

4.6.1 The use of force and dispersal of crowds must only be conducted by those members of POP trained in crowd management and equipped with the relevant crowd management equipment. The situation must be contained by members of Visible Policing at station level and Metro Police until POP members can take over the situation. If it is not possible to contain the situation or wait for POP to arrive, only members of Visible Policing at station level and Metro Police members trained in crowd management with the relevant equipment, may use the necessary force. No member of the Service or Metro Police in civilian clothing (for example detectives, members of crime intelligence etc.) may become involved in any crowd management or restorative operation. During all crowd management and restorative operations, members must be dressed in field dress or the prescribed coveralls in order to display uniformity and professionalism.

4.6.2 If negotiations fail and life (and property) is in danger, members must;

- (a) put defensive measures in place as a priority and contact the JOC immediately;
- (b) warn participants according to section 9 of the Act in at least two official languages and if possible also in the language that is most commonly spoken in that area. The warning must be audible and must include the action that will be taken against them, and is applicable should defensive measures fail. The warning should, if the circumstances permit, include an explanation of the steps that are going to be taken to disperse the crowd and should give the participants enough time to disperse peacefully, yet the time should not be so long that it gives the participants the impression that the Service is not serious. In cases of violence immediate action may be required.

- (c) bring forward the reserve or reaction section or platoon that will be responsible for offensive measures, as a deterrent to further violence, should the above-mentioned measures not achieve the desired result;
- (d) give a second warning in at least two official languages and if possible also in the language that is most commonly spoken in that area before the commencement of the offensive measures, giving innocent bystanders the opportunity to leave the area. The warning should give the participants and innocent bystanders enough time to leave the area, yet the time should not be so long that it gives the participants the impression that the Service is not serious. In cases where violence has already started the time frame should be shortened immediately; and
- (e) the Operational Commander must plan all offensive actions well and execute them under strict command after approval by the Overall Commander.

#### 4.6.3 If the use of force is unavoidable,

- (a) the purpose of offensive actions must be to de-escalate conflict with the minimum force to accomplish the goal and therefore the success of the actions will be measured by the results of the operation in terms of loss of life, injuries to people, damage to property and cost;
- (b) the degree of force must be proportional to the seriousness of the situation and the threat posed in terms of situational appropriateness;
- (c) it must be reasonable in the circumstances;
- (d) the minimum force must be used to accomplish the goal; and
- (e) the use of force must be discontinued immediately once the objective has been achieved;
- (f) if the participants are going to be dispersed, make sure that they have enough escape routes in order to try and avoid serious injuries or possible deaths as a result of a stampede;
- (g) If dispersion is unavoidable, an attempt must be made to disperse the participants in the direction of a positive attraction point (an area where participants would most likely be willing to move to); and
- (h) always implement gradual police response.

4.6.4 Force may only be applied in a coordinated manner and on command. No individual action will be permitted except in instances of private defence.

4.6.5 The use of the following are prohibited or restricted during crowd management operations:

- (a) Pepper spray (or capsicum) is prohibited, unless the relevant commander has issued a specific instruction to do so (pepper spray may not be used in confined spaces or a stadium where it could lead to a stampede);
- (b) firearms and sharp ammunition including, birdshot (fine lead pellets) and buckshot (small lead pellets) are prohibited; and
- (c) teargas (CS) may be used only by POP members on command of the operational commander in situations that allow for its use, but never in stadia or confined spaces that could lead to a stampede.
- (d) any non-standard or approved firearm, ammunition or pyrotechnic means is prohibited.

4.6.6 Approved rubber rounds may only be used as offensive measures to disperse a crowd in extreme circumstances, if less forceful methods have proven ineffective.

4.6.7 Approved 40 mm rounds may only be used on command.

4.6.8 All other measures (such as water cannons, Long Range Acoustic Devices (LRAD), even crowd management trained equestrian units, etc) may only be utilized upon the command of the Operational Commander.

4.6.9 Force may only be used upon the command of the Operational Commander, except if the member acts in private defence.

4.6.10 Members involved in the operation must form part of a unified command structure resorting under the JOC. Only persons referred to in the operational plan may take part in the operation. All members of Visible Policing at station level and Metro Police deployed for such purposes must have been trained in crowd management and be operational. In this regard only members trained in crowd management should be called up and deployed in an operation.

4.6.11 Common law principles of private defence are not affected by this Instruction.

4.6.12 Containing the operational area is essential to prevent violence spreading, innocent persons becoming victims of violence or outside elements joining the violent protest. Roadblocks and check points manned by members from Visible Policing at station level and the Metro Police may be used to contain the area.

#### 4.7 Normalization of the area after force was used

4.7.1 After the outbreak of any kind of violence or where members of the Service have been compelled to use force, it is of vital importance that the area should be restored and normalized as soon as possible.

4.7.2 In order to achieve this, the member in command at the scene must;

- (a) involve all relevant role players from all other departments or institutions to maintain public order (for example: ward councillors and other community and church leaders may address the people and urge them to remain calm). Roads need to be cleared and all signs of violence should be cleared by the responsible departments as soon as possible (subject to the investigation of the crime scene, if applicable). These clean-up operations are not the responsibility of the Service;
- (b) ensure that POP remains in the area to conduct saturation patrols and contain the situation by means of vehicle check points and roadblocks. Any form of violence or group forming must immediately be handled by POP in accordance with the prescripts. It is of vital importance that no violence should be tolerated and that perpetrators should be dealt with in terms of the law;
- (c) after peace has been restored to the area, POP should hand over the area to the local station members in order to do further patrols of the area. This should be done because the local police are part of the immediate community and they should start to restore the police community relationships in that area, establish peace support to ensure peace building. POP should however remain in reserve nearby in order to handle any eventuality should violence flair up again.
- (d) after it has become clear that the area has normalized, POP should hand over the area to the local police in order for them to continue with the normal day to day policing. At this stage POP may withdraw.
- (e) in worst case scenarios where normal day to day policing cannot continue in an area due to violence in that area, the normal day to day policing which is the responsibility of the local police station, may, depending on the seriousness of the situation, become the responsibility of POP upon the decision by the relevant provincial commissioner. This should continue until the situation is normalized as determined by the relevant provincial commissioner.
- (f) in all cases of violence, ensure that only members with the right equipment and training should manage the situation. The use of armoured vehicles is of utmost importance in order to handle these kinds of situations and for the safety of the members. It is the responsibility of the Division: ORS to maintain an armoured fleet. It is however the responsibility of each POP unit commander to see to the maintenance of the fleet under his or her control and each provincial commissioner must ensure that sufficient funds are allocated on an

annual basis for the licensing and maintenance of the armoured fleet under his or her command.

#### 4.8 Reporting and record keeping

4.8.1 Members involved in an operation must keep the JOC up to date on actions and developments during the operation.

4.8.2 The Overall Commander must ensure that a detailed record is kept of all activities at all the different levels during the operation. All vehicles must have an operational diary which is completed by a member on that specific vehicle. The operational diary must contain all postings and instructions issued and all activities of participants during the event. An Occurrence Book entry must be made of the action taken and measures instituted by all functional role players involved in the operation.

4.8.3 Records of operational plans, all reports on the execution of operations, and debriefing reports must be filed together and kept according to the Record Classification System of the Service, with an additional copy at the POP information component.

4.8.4 The representatives of all main role-players must be present at the JOC for the duration of the event.

4.8.5 All incidents of crowd management or restoration of public order operations must be reported to the local POP unit for registration on the IRIS, irrespective of the threat level or whether POP was involved or not.

4.8.6 Video footage recorded as well as the water cannon DVR must be handed in and preserved according to the relevant prescripts in dealing with video evidence. Such video footage must be made available to the Division: ORS on request for evaluation and training purposes.

4.8.7 If force had been used to disperse crowds or offences had been committed, relevant case dockets must be opened.

4.8.8 In cases where force had been used to disperse crowds, the Independent Police Investigative Directorate must be notified.

4.8.9 Every effort must be made to support Metro police in order to ensure that all incidents dealt with by Metro police are registered on IRIS at the local POP in which the incident occurred.

#### 4.9 Debriefing

4.9.1 The Overall Commander must ensure that a debriefing takes place after each event or gathering, that all role players attend and that record is kept thereof. The Overall Commander must allow that Employee Health and Wellness to

render the relevant support services to members once the operational debriefing has been completed.

- 4.9.2 Every level of command must debrief the levels below it individually, followed by an in-depth debriefing by the commanders of the operation. Afterwards a debriefing must be held with all role-players to determine whether the operation was effective and whether communication with the role-players was adequate.
- 4.9.3 A thorough evaluation must be conducted and, if possible, video footage must be shown.
- 4.9.4 All best practices, as well as shortcomings, must be recorded as part of a learning process to enhance best practices and address or prevent recurrences of identified mistakes.
- 4.9.5 Trainers and instructors must attend the debriefings, to review actions taken by members, and to address improper conduct by means of in-service training in crowd management techniques.
- 4.9.6 The Overall Commander must ensure that all appropriate assistance is provided to the Independent Police Investigative Directorate during an investigation which resulted from policing actions during an event or gathering.

## 5. **Review and revision of SOP:**

The SOP will be revised annually, or in the case of any new operational developments or cooperation agreements warranting such a review or should the need arise for any other reason.

## 6. **Punitive actions (Liabilities, offences and penalties):**

As prescribed under Chapter 4, sections 11 and 12 of the Regulation of Gatherings Act 1993, (Act No. 205 of 1993).

## 7. **Definitions and acronyms:**

- 7.1 Definitions: In this procedure, unless the content otherwise indicates,
  - (a) "authorised member" means a member of the Service designated in terms of section 2(2)(a) of the Act to represent the police.
  - (b) "Constitution" means the Constitution of the Republic of South Africa, 1996;

- (c) “convener” means any person who, of his own accord, convenes a gathering; and in relation to any organization or branch of any organization, any person representing such organization or branch in terms of section 2(1) of the Act (also referred to as “the organiser”);
- (d) “crowd” means a number (more than 15) persons gathered together or an audience (consisting of more than 15 persons), at a sporting event or an group of people with a common interest;
- (e) “crowd management” means the policing of assemblies, demonstrations and all gatherings, as defined in the Act, whether recreational, peaceful, or of an unrest nature;
- (f) “dangerous weapon” means any object which may be used to cause serious bodily injury or death of a person;
- (g) “defensive measures” refer to pro-active tactical measures such as static barriers (which are used to protect and safeguard people or property), negotiation, cordoning off, block, isolate, patrol, escort and channel;
- (h) “demonstration” means a congregation of persons consisting of more than one person (but not more than 15 persons), demonstrating for or against any person, cause, action, or failure to take action;
- (i) “executive head” means the executive head of a municipal police service (Chief of Municipal Police) appointed in terms of section 64C of the South African Police Services Act, 1995 (Act no. 68 of 1995) by the relevant municipal council.
- (j) “first responder” means the first official who responds to and arrives at the scene of a spontaneous gathering (such an official may be from a POP unit, Visible Policing, the Metro Police or other law-enforcement agency);
- (k) “gathering” means an assembly, concourse or procession of more than 15 persons in or on any public road or any other public place or premises wholly or partly open to the air, as defined in section 1 of the Act;
- (l) “information manager” means the member of POP designated to take responsibility for the collection and supply of all information to the operational commander before, during and after a gathering, to ensure informed tactical decision making in order to professionally police all gatherings . The information manager must liaise with all role-players;
- (m) “IRIS” the Incident Registration Information System used by the Service as a database to record incidents and store information;



- (n) “JOC” means the joint operation centre that is activated at the scene of an incident or event;
- (o) “member” refers to a member of the South African Police Service appointed in terms of the South African Police Service Act 1995 (Act No. 68 of 1995);
- (p) “OCT”- means Operational Commander Training;
- (q) “offensive measures” refers to reactive tactical measures required to normalize a situation and includes search and seizure, push back, evacuation, encircling and dispersal and requires the systematic escalation of appropriate force;
- (r) “operational commander” means an operational officer or member who is responsible for the operational execution and coordination of an operation, and who has been designated in writing;
- (s) “overall commander” means the member, designated in writing, who is in overall command of the operation (not only of the Joint Operation Centre, but of all persons and resources engaged in the operation);
- (t) “PCCF” means the Provincial Crime Combating Forum, chaired by the Provincial Commissioner;
- (u) “POP” means the specialized Public Order Police unit, trained to manage and control crowds or persons engaged in a gathering or demonstration with a view to restore public order. (This includes managing pre-planned and spontaneous assemblies, gatherings and demonstrations whether of a peaceful or unrest nature.)
- (v) “public order” means the state of normality and security that is needed in a society and that should be pursued by the state in order to exercise constitutional rights and to thus benefit a harmonious development of society.
- (w) “responsible officer” means a person designated as responsible officer or deputy responsible officer by the local authority and includes any person deemed to be a responsible officer as contemplated in section 2(4)(b) or 3(4) of the Act;
- (x) “the Act” means the Regulation of Gatherings Act, 1993 (Act No. 205 of 1993);
- (y) “Video camera operator” refers to a POP member trained and designated to record incidents of crowd management; and
- (z) “VOC” means the Venue Operation Centre.

## 7.2 Acronyms

- (a) JOC: Joint Operational Centre
- (b) IRIS: Incident Registration Information System
- (c) OCT: Operational Commander Training
- (d) PCCF: Provincial Crime Combating Forum
- (e) POP: Public Order Police
- (f) SAPS: South African Police Service
- (g) VOC: Venue Operational Centre

## 8. **Attachments:**

National Instruction 4 of 2014: Public Order Police Operations: Managing of Crowd Management Demonstrations and Gatherings.

National Municipal Policing Standard (Revised version still in the process of being finalized by Legal Services)