



POLICE DEPARTMENT
AUTHORITY,
DEPARTMENT
ORGANIZATION &
COMMAND

ADMINISTRATIVE
PROCEDURE #201
Responsible Executive:
Chief of Police
Responsible Office:
Vice President for Public Safety
Approved by:
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Policy Statement

The Johns Hopkins Police Department (JHPD) limits the exercise of authority by its sworn police officers to only the authority granted to them by law. Except where otherwise defined by statute or this Directive, the exercise of discretion and use of authority to make arrests and take enforcement action is confined to the specific geographic area or jurisdiction that is defined by the Community Safety and Strengthening Act (CSSA) and this Directive.

Who Is Governed by This Policy

All personnel, including sworn, nonsworn, and contractual or voluntary persons in service with the JHPD, are governed by this Directive.

Purpose

This Directive formally defines the authority of the JHPD and its organizational structure, order of rank, and chain of command.

Definitions

Bureau:	For purposes of this Directive, a bureau is the largest functional unit within the JHPD. A bureau is generally commanded by a Deputy Chief.
Chain of Command:	The line of authority that extends from the Chief of Police (Chief) through a single person at each level of supervision to the level of execution or front line.
Commander:	A sworn officer holding the rank of Lieutenant or higher and having permanent or temporary supervisory responsibility for a bureau, section, or team.
Member:	All members of the JHPD, including employees, officers, and volunteers, unless the term is otherwise qualified (e.g., member of the public, member of the Baltimore Police Department, etc.).
Officer:	All sworn police officers, at any rank, as defined by MD Code, Public Safety, § 3-201, in service with the JHPD.
Supervisor:	All sworn officers at the rank of Sergeant and above and all nonsworn supervisors and managers.

Policy

The JHPD maintains an organizational structure that is based on function, unity of command, and the delineation of responsibility, accountability, and the delegation of authority.

Procedures

I. Authority

Common law, statutory enactment, and judicial rules establish the authority and responsibilities of law enforcement officers in the state of Maryland.

- A. Pursuant to MD Code, Criminal Procedure, § 10-205, the JHPD, established in accordance with Title 24, Subtitle 12 of the Education Article, is a criminal justice unit established under Maryland law.
- B. Pursuant to MD Code, Education, § 24-1202, JHPD officers have the powers granted to a police officer in Maryland and may exercise these powers, within their territorial jurisdiction, the campus area of Johns Hopkins University (JHU), with limited exceptions, as fully discussed below.

- C. MD Code, Criminal Law, § 4-203, authorizes police officers to carry handguns in the performance of their duties. (Commission on Accreditation for Law Enforcement Agencies (CALEA) 1.2.2)
- D. The powers of police officers generally include the duty to preserve the public peace and safety. As defined by MD Code, Criminal Procedure, § 2-102, and other related statutes, the powers of a police officer in the state of Maryland include the authority to make arrests, conduct investigations, and otherwise enforce the laws of the state. (CALEA 1.2.1)
- E. Duties and responsibilities of JHPD officers include but are not limited to the following: (CALEA 1.2.1)
- Respond to requests for service from the public and, where necessary, utilize police authority to investigate crimes in progress, suspicious activity, or other circumstances that threaten the public peace, health, or safety.
 - Protect a person in the presence of the officer from physical harm and the imminent infliction of serious bodily injury.
 - Provide immediate assistance to a person who has suffered physical harm or is threatened with serious bodily injury.
 - Detain or arrest a person who the officer has probable cause to believe committed a crime in the presence of the officer.
 - Detain or arrest a person who the officer has probable cause to believe committed a felony under Maryland law.
 - Observe and comply with every person's clearly established rights under the U.S. and Maryland constitutions, laws, and regulations.
- F. Additional responsibilities, statutes, and other directives that grant or limit the police authority of JHPD officers are included in Appendix A.

G. Oath of Office

JHPD officers will not exercise any police authority until they are duly sworn in as a police officer by the Chief of Police or their designee and take the oath of office, as stated in Md. Const. Art. I, § 9, as follows:

- I, Name of Police Officer, do swear, (or affirm, as the case may be,) that I will support the Constitution of the United States; and that I will be faithful and bear true allegiance to the State of Maryland, and support the Constitution and Laws thereof; and that I will, to the best of my skill and judgment, diligently and faithfully, without partiality or prejudice, execute the office of (Johns Hopkins Police Officer), according to the Constitution and Laws of this State. (CALEA 1.1.1)

- H. JHPD officers whose police powers are suspended are strictly prohibited from taking any police action. Any such action will be considered a personal pursuit as a member of the public, and not pursuant to their authority as JHPD officers.

II. Limited Extrajurisdictional Authority

- A. Generally, pursuant to MD Code, Education, § 24-1201, JHPD officers shall not exercise police powers on any property outside the campus area, except when:
- Engaged in fresh pursuit of a suspected offender (for guidelines, see JHPD Directive #410, Foot Pursuits, and JHPD Directive #441, Vehicle Pursuits),
 - Specially requested or authorized to exercise the powers in Baltimore City by the Mayor of Baltimore City if there is a sudden and unforeseen emergency of such public gravity and urgency that it requires an immediate response to protect the public welfare, and the Mayor issues an order declaring an emergency that specifies the manner in which the police officer's powers will be exercised, or
 - When ordered to exercise the powers by the Governor under a declared state of emergency. When the emergency declaration by the Mayor or Governor ends, that broader authorization for the JHPD to exercise police powers outside the campus area will also end.
- B. In addition, pursuant to this Directive and MD Code, Criminal Procedure, § 2-102, JHPD officers may take extrajurisdictional (meaning outside their jurisdiction) law enforcement action only if:
- JHPD officers are acting at the request of local police officers or State Police officers, or
 - Emergencies exist, as defined in MD Code, Criminal Procedure, § 2-101, when there is a sudden or unexpected happening or unforeseen combination of circumstances that calls for immediate actions to protect the health, safety, welfare, or property of persons from actual or threatened harm or from unlawful acts. However, JHPD officers shall not take extrajurisdictional action solely to protect property. In such instances, officers should observe and immediately contact the Baltimore Police Department (BPD) and direct them to the location of the criminal activity.
 - JHPD officers will not accept or respond to nonemergency calls for police service outside the campus area.

- JHPD officers are participating in joint investigations with officials from any other state, federal, or local law enforcement agencies at least one of which must have local jurisdiction, or
 - They are rendering assistance to other police officers, or
 - It becomes necessary to facilitate the safe, orderly flow of traffic to and from a campus area.
- C. Excluding service with a branch of the U.S. military, JHPD officers are strictly prohibited from using their police authority for secondary or extra duty employment as a police officer for any other law enforcement agency.
- D. JHPD officers shall not use their law enforcement authority to facilitate, solicit, or otherwise engage in secondary employment that would require or reasonably assume the actual or potential use of their law enforcement authority.
- E. **Off-Duty Action:** Off-duty JHPD officers who are outside their primary jurisdiction and observe incidents requiring the exercise of law enforcement authority should notify the proper law enforcement agency and request their response **prior** to taking any extrajurisdictional action, unless the JHPD officer has a reasonable belief that the failure to take immediate action could cause serious injury or death.
- In such instances, JHPD officers are not required to wait for the appropriate responding agency but may take extrajurisdictional actions that are reasonable, necessary, proportional, and prudent to protect persons in the officer's presence from actual or threatened serious bodily harm.
 - JHPD officers who take extrajurisdictional action in accordance with this Directive while off-duty will revert to on-duty status with the JHPD upon taking action and should, unless circumstances otherwise dictate, only take extrajurisdictional action if they are in possession of the necessary professional tools and equipment to accomplish the desired enforcement effort.
 - When taking extrajurisdictional action while off-duty, the use of equipment not authorized by the JHPD for on-duty use is prohibited. The use of such unauthorized equipment will result in the action being considered a personal pursuit.
 - If there is not an immediate threat of bodily harm to a person, JHPD officers shall not take extrajurisdictional action, and shall instead notify the appropriate law enforcement agency.
- F. **Required Notifications for Extrajurisdictional Action:** JHPD officers acting under extrajurisdictional authority will notify the law enforcement

agency having jurisdiction of their intent/action in accordance with MD Code, Criminal Procedure, § 2-102.

- In addition, unless extrajurisdictional actions were taken as part of standard duties and responsibilities of a task force or joint investigations, officers taking extrajurisdictional actions will notify the JHPD as soon as practical by:
 - Reporting their actions by radio or calling JHPD Communications,
 - Informing Communications of the basic facts of the incident, and
 - Requesting that the Chief and the officer's respective commander are notified, and that appropriate personnel respond.
- When JHPD officers are acting under extrajurisdictional authority granted for participation in joint investigations or service of a warrant, notifications to the chief law enforcement officer of the agency having jurisdiction must be made at reasonable times in advance of the exercise of police powers.
 - When advance notice would endanger the life and safety of investigators or compromise the effectiveness of investigations, advance notice times may be abbreviated. In such cases, investigative team supervisors must approve notification delays. Notices should then be given to the local jurisdictions at the first reasonable opportunities, as determined by investigative team supervisors.
- Notices must be given to all jurisdictions wherein investigations will probably occur. In the event investigations occur unexpectedly in jurisdictions for which no advance notice has been given, notices must be given at the first reasonable opportunities.
- JHPD officers will request that local agencies respond to extrajurisdictional incident scenes when:
 - Arrests are made,
 - There were uses of force,
 - Injuries occurred,
 - Felonies occurred,
 - Victims want to file incident reports,
 - Evidence needs to be collected or processed,
 - Property needs to be recovered or guarded, or

- There is reason to believe incident scenes will destabilize after officers leave.
- JHPD officers must carry their JHPD identification at all times, including while off-duty, and will clearly identify themselves by displaying their JHPD identification to responding officers. JHPD officers must also be prepared to identify themselves to members of the public in the vicinity of extrajurisdictional incidents.
- Once the appropriate law enforcement agency with primary jurisdiction responds, a JHPD officer who has taken extrajurisdictional action requiring a criminal charge or arrest will request the responding agency assume control and responsibility for any criminal charge and process decision.
 - Once the agency having jurisdiction accepts control, the JHPD officer will yield the same and provide continued cooperation and support. Should the agency refuse to accept control, the JHPD officer will notify the on-duty JHPD supervisor for assistance.
- JHPD officers shall document any extrajurisdictional action in conformance with JHPD Directive #470, Field Reporting System, and JHPD Directive #407, Use of Force Reporting, Review & Assessment.

III. Jurisdiction

A. Primary Territorial Jurisdiction (CALEA 2.1.1)

The primary jurisdiction of the JHPD is the campus area. In accordance with MD Code, Education, § 24-1201(c), the campus area includes any property that is owned, leased, or operated by or under the control of Johns Hopkins; is used for educational or institutional purposes; and is located on:

- **The Homewood Campus**, meaning the area bounded by West University Parkway and East University Parkway on the north, East 28th Street and West 28th Street on the south, Remington Avenue and Stony Run stream on the west, and North Calvert Street on the east,
- **The East Baltimore Campus**, meaning the area bounded by East Eager Street on the north, East Baltimore Street on the south, North Caroline Street on the west, and North Castle Street on the east, or
- **The Peabody Campus**, meaning the area bounded by West Madison Street and East Madison Street on the north, East Hamilton Street and West Hamilton Street on the south, Cathedral Street on the west, and Saint Paul Street on the east.

- The campus area also includes the public property that is immediately adjacent to the campus, including (i) a sidewalk, a street, or any other thoroughfare, and (ii) a parking facility.

B. Concurrent Jurisdiction (CALEA 2.1.1, 2.1.2)

- Consistent with authorization established under MD Code, Education, § 24-1201, Johns Hopkins and BPD executed a Memorandum of Understanding (MOU), dated December 2, 2022, that details the working arrangements of the JHPD and BPD in order to maximize effective cooperation between the JHPD and BPD specifically as it relates to situations requiring a police response in the campus area, where the agencies have concurrent jurisdiction.
- Pursuant to the MOU, in the campus area, the JHPD shall exercise primary, but not exclusive, jurisdiction and shall be primarily responsible for the enforcement of state and local laws and the protection of life and property, and will usually be the first responder for incidents occurring in the campus area, consistent with the exceptions noted in the MOU and Maryland law.
- In addition, the JHPD will have the primary responsibility of patrolling the buildings and property of the campus area. The JHPD will handle all incidents in accordance with the CSSA and the MOU and serve as the first responder to all routine calls for service, all nonemergency calls for service, and all emergency calls for service within the campus area that call for a police response.
- The MOU clarifies the JHPD's and BPD's roles, responsibilities, and procedures to be followed when police response occurs within the campus area, where they have concurrent jurisdiction. In general, the JHPD has responsibility for responses to calls for police services, traffic enforcement, and investigation of all Group B offenses (under the National Incident-Based Reporting System program), which are generally property related or nonviolent misdemeanors.
- The MOU is hereby incorporated by reference, and is available at [Final-Executed-MOU-12022022.pdf \(jhu.edu\)](#), and a copy is available on the JHPD's PowerDMS.

IV. Organizational Structure (CALEA 11.1.1)

- A.** The Chief of Police is responsible for administering the JHPD in accordance with applicable laws and regulations and ensuring that organizational objectives are met.
- B.** The Deputy Chiefs report directly to the Chief and are responsible for oversight of their respective bureaus, including the daily operations and

direct oversight of adjunct responsibilities not assigned to a commander or supervisor.

C. The JHPD is divided into two bureaus, Operations and Support Services. The following list identifies the major functions within each bureau:

- Operations Bureau
 - Patrol Day Shift
 - Homewood and Peabody
 - East Baltimore
 - Patrol Night Shift
 - Homewood and Peabody
 - East Baltimore
- Support Services Bureau
 - Community Engagement
 - Investigations
 - Special Events
 - Evidence and Records Management

V. **Command Structure** (CALEA 11.1.1)

The JHPD is committed to a structured chain of command with commensurate authority and responsibility in providing continuity and unity of command.

A. The Chief is the highest-ranking member of the JHPD. In the event the Chief is absent, unless otherwise designated, the command progression is as follows: (CALEA 12.1.2.a)

- 1st Deputy Chief
- 2nd Deputy Chief
- Captain(s), Commander(s), Operations Bureau
- Captain(s), Commander(s), Support Services Bureau

B. In the absence of the Chief and other senior commanders or managers, the on-duty supervisor assigned to the Operations Bureau has the authority and responsibility to provide operational supervision throughout the JHPD, directing department members in the various sections and divisions to ensure that directives, procedures, orders, and regulations are followed.

C. The Chief may designate a member to serve in an acting command capacity—i.e., Acting Commander. The Acting Commander will perform

in the Chief's absence and may rotate among managers or supervisors within the JHPD.

- D.** The order of rank (chain of command) for sworn members of the JHPD is as follows: (CALEA 12.1.2.d)
- Chief
 - 1st Deputy Chief
 - Deputy Chief
 - Captain
 - Lieutenant
 - Sergeant
 - Police officer
 - Police officer (probationary)
 - Police officer trainee
- E.** Each organizational component, whether a division or section, is under the direct command of only one supervisor. (CALEA 11.2.2)
- Members assigned to a section, including members assigned temporarily or in an adjunct capacity, are accountable to the supervisor of that section. (CALEA 11.2.1)
 - In situations involving members from different sections, unless otherwise designated, the senior-ranking member is in command. (CALEA 12.1.2.c)
- F.** During the temporary absence of a commander or supervisor, and when competent authority makes no other provision, the command automatically is designated to the senior-ranking member. Seniority is established for command purposes first by rank and, second, by length of service in such rank. In cases of equal rank and length of service in rank, the member or communications specialist with the greatest length of service in the JHPD is in command. (CALEA 12.1.2.b)
- G.** All supervisors are accountable for the conduct and performance of members under their immediate supervision and control. (CALEA 11.3.2.c, 1.1.6)
- H.** All members must adhere to the provisions of the chain of command in their official duties. Communications and correspondence will be made through official channels—i.e., supervisors in the chain of command. (CALEA 12.1.4)

NOTE: This provision does not apply to any intervention; reports of misconduct, criminal or administrative; or any reports of discrimination, harassment, retaliation, or grievance.

- I. Members who have been assigned responsibility also have the requisite authority, delegated by the Chief of Police, to make decisions necessary for the effective execution of those responsibilities. (CALEA 11.3.1.a)
- J. Each member is fully accountable for the use of delegated authority, as well as for failure to use it. (CALEA 11.3.1.b)

VI. Span of Control

To achieve effective direction, coordination, and control, supervisors should not normally directly supervise more than six members at any one time—i.e., Lieutenants supervise Sergeants, Sergeants supervise police officers, etc.

VII. Discretion (CALEA 1.2.7)

Many factors impact the everyday decisions made by JHPD members, with the complex, varied, and rapidly changing nature of police work evolving beyond the guidance provided by directives and standard operating procedures. When faced with situations or circumstances that do not fall within specific written guidelines, policies, directives, training, and/or supervision, members must use sound discretion consistent with JHPD Directive #101, Vision, Mission & Guiding Principles; JHPD Directive #103, Rules of Conduct; and JHPD Directive #102, Professional Ethics, to determine the least intrusive and most appropriate response that is consistent with JHPD directives and procedures.

Policy Enforcement

Enforcement	JHPD managers and supervisors are responsible for enforcing this Directive.
Reporting Violations	Suspected violations of this Directive should be reported to the Public Safety Accountability Unit.

Related Resources

University Policies and Documents
Conduct & Responsibility #101 Vision, Mission & Guiding Principles Conduct & Responsibility #102, Professional Ethics Conduct & Responsibility #103, Rules of Conduct Operational Procedure #407, Use of Force Reporting, Review & Assessment Operational Procedure #410, Foot Pursuits Operational Procedure #441, Vehicle Pursuits Operational Procedure #470, Field Reporting System
External Documentation
Police Department Forms and Systems

Contacts

Subject Matter	Office Name	Telephone Number	Email/Web Address
Policy Clarification and Interpretation	Policy Management	(667)306-8618	jhpdpolicyinquiry@jh.edu

Appendix A

Chart of JHPD Officer Authority

Authority	Reference	Authority	Reference	Authority	Reference
Adult Protective Custody – May take adults into protective custody and transport them to medical facilities	Estates & Trusts, § 13-709	Direct & Regulate Traffic – May direct and regulate traffic	Education, § 24-1202, and Transportation, § 25-102	Jurisdictional Limits – Geographical limits established	Criminal Procedure, § 2-102, and Education, § 24-1202
Armed Forces Deserters – May arrest deserters from the armed forces	10 USC § 808	Emergency Psychiatric Services – May take persons into custody and petition for emergency psychiatric evaluations	Health General, § 10-622	Limited Extrajurisdictional Authority – May exercise under limited circumstances	Criminal Procedure, § 2-102, and Education, § 24-1202
Arrest – May make arrests and enforce the general criminal laws of the state	Criminal Procedure, §§ 2-101, 2-202	Emergency Vehicles – May disregard specific traffic-related laws in emergency vehicles	Transportation, § 21-106	Parole Violators – May arrest parole violators	Correctional Services, § 6-107
Arrests – May make warrantless arrests and generally related to the laws of arrest	Criminal Procedure, § 2-202 et. seq.	Escapees – May arrest escapees	Correctional Services, § 3-214	Safety Equipment Repair Orders – May issue for violations of motor vehicle safety and equipment regulations	Transportation, § 23-105
Arrest Warrants – May be served only by peace officers and deputy sheriffs	MD Rule 4-212	Firearms – May carry upon training and qualification	COMAR 12.04.01, 12.04.02	Search Warrants – May serve and execute	Criminal Procedure, § 1-203, and MD Rule 4-601
Civil Citations – May issue civil citations for certain alcohol-related violations	Criminal Law, § 10-119	Fresh Pursuit – May exercise authority during fresh pursuit	Criminal Procedure, § 2-301 et. seq., and Education, § 24-1202	Traffic Arrests – May arrest without warrants for certain violations of the Maryland Vehicle Law	Transportation, § 26-202
Criminal Citations – May issue criminal citations in lieu of custodial arrests for applicable violations	Criminal Procedure, § 4-101, and MD Rule 4-201	Fugitive Arrests – May arrest wanted fugitives, including for National Crime Information Center terrorist warrant hits	Criminal Procedure, §§ 9-109, 9-114	Traffic Citations – May issue for certain violations of the Maryland Vehicle Law	Transportation, § 26-201
Custody of Defendants – May transport and maintain custody of defendants outside agency's jurisdiction to Commissioner	Criminal Procedure, § 2-106	Handguns – Active and retired law enforcement officers may carry concealed weapons in specified circumstances	18 USC § 926B, 18 USC § 296C	Use of Force – May use reasonable, necessary, and proportional force to prevent an imminent threat of physical injury to a person or effectuate a legitimate law enforcement objective when de-escalation is not possible	Public Safety, § 3-524
De-escalation – Shall gain compliance and de-escalate conflict without using physical force, when possible	Public Safety, § 3-524	Intervene & render aid – Shall intervene to prevent harm and immediately render medial aid	Public Safety, § 3-524	Youth – May take youth into custody in specified situations	Courts & Judicial Proceedings, § 3-8A-14