

	FULTON POLICE DEPARTMENT	DATE: January 20, 2021
	OPERATIONS - USE OF FORCE	SEC: 404
	SUBJECT: USE OF FORCE	CANCELS: 404.1 - 404.10, 04/07/2020

Std. 20.1, 20.5, 20.6 21.1, 21.2, 32.4, 33.1

Distribution: B

I. PURPOSE – Law Enforcement officers are authorized to use reasonable and necessary force in specific circumstances. Federal constitutional and state statutory standards dictate when and how much force can be used. The purpose of this policy is to provide guidelines for police officers on the use of deadly and non-lethal force and for the handling of departmental weapons and instruments.

II. POLICY:

It is the policy of the City of Fulton Police Department that members, in compliance with Article 35 of the New York State Penal Law and other applicable case law and federal statutes, use only the force that reasonably appears necessary to effectively bring an incident under control, while protecting the lives and safety of the member and others. The department recognizes and respects the value of each human life. Investing police officers with the lawful authority to use reasonable force and protect public welfare, a careful balance of all human interests is required. The Federal and State standards by which use of force is measured are both founded in the basic premise of objective reasonableness. The amount of force that is used by the officer shall be the amount of force that is objectively reasonable under the circumstances for the officer involved to effect an arrest, prevent an escape, or in defense of themselves or others. Such force should be consistent with the training and policies of the City of Fulton Police Department. Only issued and /or approved equipment will be used when encountering resistance, except in an emergency situation when a member may use any resource at their disposal consistent with the training and policy of the City of Fulton Police Department.

III. DEFINITIONS:

Objectively Reasonable: An objective standard used to judge an officer’s actions. Under this standard, a particular application of force must be judged through the perspective of a reasonable officer facing the same set of circumstances, without the benefit of 20/20 hindsight, and be based on the totality of the facts that are known to that officer at the time that the force was used.

Deadly Physical Force: Physical force which, under the circumstances in which it is used, is readily capable of causing death or other serious physical injury.

Physical Injury: Impairment of physical condition or substantial pain.

Serious Physical Injury: Physical injury which creates a substantial risk of death, or which causes death or serious and protracted disfigurement, protracted impairment of health or protracted loss or impairment of the function of any bodily organ.

Department: The Fulton Police Department.

Electronic Control Device (ECD): A device that utilizes compressed nitrogen to shoot two small probes which are connected by high voltage wire, up to 25 feet. When the probes make contact with the subject, they transmit an electrical pulse along the wires and into the body through up to two inches of clothing.

Anti-Felon Identification (AFID) Cartridge Tracking: When an Electronic Control Device (ECD) live air cartridge is fired, up to 40 small confetti like microdot ID tags called AFID's are ejected. Each AFID is printed with the serial number of the cartridge fired

Live Air Cartridge: a replaceable cartridge for the ECD which uses compressed nitrogen to fire two barbed probes on thin connecting wires sending a high voltage, low amp signal into a subject.

Drive Stun: a secondary function of the ECD used to stun a subject by making direct contact with the body after the live air cartridge has been expended or removed.

***The above descriptions of ECD, AFID, Live Air Cartridge and Drive Stun are specific to the TASER Brand ECD and similar wording and descriptions may be used for other brand ECDs.

Neuro-Muscular Incapacitation (NMI): an electrical signal which overrides the central nervous system and directly controls the skeletal muscles. The NMI effect causes an uncontrollable contraction of the muscle tissue, debilitating the subject regardless of pain tolerance or mental focus. The output does not damage an implanted pacemaker and will not cause loss of bladder or bowel control.

EMS: Emergency Medical Services; refers to ambulance and/or fire department rescue services.

Non-Lethal Force: Any use of force other than that which is considered deadly force.

IV. USE OF FORCE:

- A. In general terms, force is authorized to be used when reasonably believed to be necessary to effect a lawful arrest or detention, prevent the escape of a person from custody, or in defense of one's self or another.

- B. Under the 4th amendment, a police officer may use only such force as is “objectively reasonable” under the circumstance. The reasonableness of a particular use of force must be judged from the perspective of a reasonable officer on the scene.

V. DETERMINING THE OBJECTIVE REASONABLENESS OF FORCE:

- A. When used, force should be only that which is objectively reasonable given the circumstances perceived by the officer at the time of the event.
- B. Factors that may be used in determining the reasonableness of force include, but are not limited to:
 - 1. The severity of the crime or circumstance;
 - 2. The level and immediacy of threat or resistance posed by the suspect
 - 3. The potential for injury to citizens, officers, and suspects;
 - 4. The risk or attempt of the suspect to escape;
 - 5. The knowledge, training, and experience of the officer;
 - 6. Officers/subject considerations such as age, size, relative strength, skill level, injury or exhaustion, and the number of officers or subjects;
 - 7. Other environmental conditions or exigent circumstances.

VI. DUTY TO INTERVENE:

- A. Any officer present and observing another officer using force that he/she reasonably believes to be clearly beyond that which is objectively reasonable under the circumstances shall intercede to prevent the use of unreasonable force, if and when the officer has a realistic opportunity to prevent harm.
- B. An officer who observes another officer use force that exceeds the degree of force as described in subdivision A of this section should promptly report these observations to a supervisor.

VII. USE OF DEADLY PHYSICAL FORCE:

- A. Deadly physical force may be used by an officer to protect themselves or another person from what the officer reasonably believes is imminent threat of serious physical injury or death.

B. Deadly physical force may be used to stop a fleeing suspect where:

1. The officer has probable cause to believe the suspect has committed a felony involving the infliction or threat of serious physical injury or death; and,
2. The officer reasonably believes that the suspect poses an imminent threat of serious physical injury to the officer or to others.
3. Where feasible, some warning should be given prior to the use of deadly physical force.

C. *Chokeholds and Obstruction of Breathing or Blood Circulation*

1. *Any application of pressure to the throat, windpipe, neck or blocking the mouth or nose of a person in a manner that may hinder breathing, reduce intake of air or obstruct blood circulation, is **prohibited unless** deadly physical force is authorized.*

VIII. PROHIBITED USES OF FORCE:

A. Force shall not be used by an officer for the following reasons.

1. To extract an item from the anus or vagina of a subject without a warrant, except where exigent circumstances are present;
2. To coerce a confession from a subject in custody;
3. To obtain blood, saliva, urine, or other bodily fluid or cells, from an individual for the purposes of scientific testing in lieu of a court order where required;
4. Against persons who are handcuffed or restrained unless it is used to prevent injury, escape, or otherwise overcome active or passive resistance posed by the subject.

IX. FIREARM PROCEDURES:

A. The Department has one model of sidearm authorized for duty use:

1. Smith and Wesson M&P 45, .45 caliber pistol

- B. *The Department has three (3) models of long gun authorized for duty use:*
1. *Remington 870 12ga pump shotgun*
 2. *Smith & Wesson M&P 15 carbine*
 3. *Rock River Arms LAR 15 carbine*
- C. Only authorized holsters may be used as specified in §401.7 of this operations manual and as may be adopted from time to time by general order.
- D. Long guns and ECDs will be kept in a secure long gun locker located within the police department when not in use. Long guns will be transferred to and from the patrol vehicle at the beginning and end of each shift and ECDs will be exchanged between officers at the beginning and end of each shift.
- E. While in the vehicle, long guns will be placed in a locking rack which is securely mounted in select vehicles. Long gun magazines will be fully loaded and ready to deploy with the safety in the “safe” position and an empty chamber.
- F. Officers shall qualify annually with their sidearm.
- G. Warning shots are prohibited.
- H. A police officer may also discharge a weapon under the following circumstances:
1. During range practice or competitive sporting events.
 2. To stop an animal as a reasonable emergency procedure (i.e. threat to public safety) or for a dangerous dog or a severely injured animal that is suffering and cannot otherwise be aided.
- I. Police officers shall adhere to the following restrictions when their weapon is displayed:
1. Except for maintenance or during training, police officers shall not draw or display their firearm unless circumstances create reasonable cause to believe that it may be necessary to use the weapon in conformance to this policy.
 2. Firearms should not be discharged when it appears likely that an innocent person may be injured.

J. The following are situations under which a long gun is recommended, as circumstances allow:

1. Perimeter/containment situation involving a hostage or barricaded subject;
2. An armed suspect call;
3. Active shooter situations
4. A felony or high-risk traffic stop;
5. A "hold-up" or armed robbery call;
6. During high risk arrest and or search warrants;
7. Responding to high risk complaints where enhanced fire power may be an issue such as bank alarms;
8. Any call where an officer has a reasonable expectation that there is potential for an armed suspect encounter.

K. The following factors should be considered when deploying a long gun.

1. Location of deployment, proximity to neighboring residences and uninvolved citizens;
2. Distance to suspect/threat;
3. Number of suspects;
4. Available cover;
5. Transition from sidearm to long gun;
6. Need for additional lighting (flashlight).

X. LESS-LETHAL FORCE

- A. Where deadly force is not authorized, officers should assess the incident in order to determine which less-lethal technique or weapon will best de-escalate the incident and bring it under control in a safe manner.
- B. Police officers are authorized to use department approved less-lethal force techniques and issued equipment, consistent with Article 35 of the Penal law, for resolution of incidents, as follows:
 - 1. To protect themselves or others from physical harm; or
 - 2. To restrain or subdue a resistant individual; or
 - 3. To bring an unlawful situation safely and effectively under control.
- C. Less-lethal force weapons and methods:
 - 1. A police officer is not permitted to use a less-lethal weapon unless qualified in its proficient use as determined by training procedures.
 - 2. The following less-lethal weapons are authorized:
 - a. ASP tactical baton
 - b. Straight baton (Night Stick)
 - c. Oleoresin Capsicum (O.C.) spray "Pepper Spray"
 - d. ECD
 - 3. Oleoresin Capsicum (O.C.) spray will be carried by those members who have received departmentally approved training in its proper use. Members are only authorized to use an approved oleoresin capsicum spray issued by the department.
 - i. Oleoresin capsicum (O.C.) spray may be used in situations
 - a. where verbal direction is ineffective or inappropriate; or
 - b. where passive resistance techniques have failed and
 - c. officers must use force to maintain control; or
 - d. where use of such force is authorized under Article 35 of the Penal Law of the State of New York.

ii. Members should avoid using Oleoresin Capsicum (O.C.) spray in areas where such use could reasonably and foreseeably cause panic.

iii. Oleoresin Capsicum (O.C.) spray will only be used as a control and compliance measure and shall not be used for any illicit or unlawful purpose.

iv. Members should only use the amount of Oleoresin Capsicum (O.C.) spray reasonably necessary to achieve the desired effect.

v. Primary targets for the application of Oleoresin Capsicum (O.C.) spray include:

- a. face
- b. eyes
- c. nose
- d. mouth

vi. Decontamination – after control has been established and/or resistance has ceased, members will take every reasonable effort to decontaminate the subject. Reasonable decontamination efforts may include:

- a. removing the person from the sprayed area to fresh air or another ventilated area
- b. keeping the person calm by calmly informing the person of the anticipated effects of Oleoresin Capsicum (O.C.) spray exposure
- c. instructing the person to blow his/her nose to remove Oleoresin Capsicum (O.C.) particles
- d. if the person is not breathing, request EMS and begin rescue breathing
- e. if the person is having extreme difficulty breathing, request EMS.
- f. allow the person to flush the affected area with cold water, if available, or with saline or decontamination wipes
- g. if practical, allow the affected person to wash all exposed areas with soap and water
- h. if the subject complains of injury, or if the member reasonably believes the person needs medical attention, arrange for professional medical assistance (ambulance or transport to hospital)

vii. Whenever multiple officers are involved in a situation where Oleoresin Capsicum (O.C.) spray may be used, prior to the use of such spray, the applying officer shall alert other members to its impending use by using the code word, “pepper” before deploying the spray, giving other officers reasonable opportunity to disengage from the subject.

D. POLICE CANINE – Use of the police canine is authorized under circumstances in which the canine handler would be authorized to use certain other forms of force. Use of the police canine shall be considered use of non-lethal force. The canine handler shall ensure that the police canine applies the minimum degree of force necessary to detain a suspect until a police officer can safely take control of the suspect. Whenever a police canine uses force against another person a use of force report shall be completed. *{Refer to section 401.18, concerning details of the specialized units/canine policy}*

E. ELECTRONIC CONTROL DEVICE (ECD)

I. GENERAL PROCEDURES: ECD Use – there are three ways in which the ECD may be used:

1. Spark Display – a non-contact demonstration of the ECD’s ability to discharge electricity. This is conducted only when the cartridge has been removed from the weapon. The purpose of this display is to convince the subject to comply with a lawful order and avoid the ECD being deployed in the “Drive Stun” or “Probe” mode.
2. Drive Stun – contact is made by pressing the front of the ECD (cartridge removed or after the cartridge has been fired) into the body of a subject resisting lawful orders, and activating the ECD. The drive stun causes significant localized pain to the area touched by the ECD. The drive stun does not have a significant effect on the central nervous system unless used to complete contact when only one probe has penetrated the subjects skin, or when the ECD is deployed at a distance of less than three feet causing both probes to penetrate very close to each other.
3. Probe – the ECD is most effective when the Live Air Cartridge is fired and the probes/darts make direct contact with the subject. Proper application will result in temporary immobilization of the subject and provide the officer with a “window of opportunity” in which to place the subject in custody. Optimum range for deployment is 7-15 feet with 21-25 feet maximum range distance. Deployment of the ECD cartridge at distances of less than three feet will not result in temporary immobilization or central nervous system disruption, the effect will be very similar to a Drive Stun.

II. DEPLOYMENT CRITERIA

1. The ECD may be deployed when circumstances known and perceived to the individual officer at the time indicate that the application of the ECD is reasonable to subdue or control:
 - a. a dangerous or violent subject when deadly force is not justified, OR
 - b. a potentially violent or potentially physically resistive subject who has verbally or physically demonstrated an intention to resist, OR
 - c. a dangerous animal

***The ECD device does not in any way replace the officer's handgun and should not be considered a replacement for deadly force situations.**

2. The ECD shall not be deployed:
 - a. when the officer knows the subject has come in contact with flammable liquids (alcohol based OC/CS) or is in a flammable atmosphere
 - b. the subject is at a position where a fall may cause serious injury or death
 - c. punitively or in an unjustified manner
 - d. to escort individuals
 - e. to awaken unconscious or intoxicated individuals
 - f. when the subject is visibly pregnant, unless deadly force is the only other option
 - g. at a person known or believed to be suffering from a heart condition
 - h. when the subject is operating a motor vehicle
 - i. when the subject is holding a firearm
 - j. in a situation where deadly physical force is clearly justifiable unless another officer is present and capable of providing deadly force.

***Officers should use caution if using an ECD on a juvenile, physical immature or frail subject, a physically disabled subject or a subject who is handcuffed.**

****Additionally, officers shall not aim the ECD at any person's head, neck, or groin except in deadly force situations.**

III. MEDICAL ASSISTANCE

1. As soon as practical after the subject's arrest, an ambulance shall be summoned to the scene so EMS can assess the subject's medical condition. This requirement applies to all cases where someone has been struck with the ECD, regardless of whether there is an actual, perceived or alleged injury.
2. During the EMS exam, an effort shall be made to determine whether ECD probes penetrated the subject's skin. If they did, the ECD officer shall arrange for removal of any imbedded probes by a physician or emergency room staff (no other persons are authorized to remove ECD probes).
3. In some cases, transport of the subject to a medical facility will not be necessary. However, transport becomes mandatory in any case where:
 - a. EMS personnel recommend it.
 - b. The subject was struck in the head, neck or groin.
 - c. The subject is discovered to be pregnant or suffering from a heart condition
 - d. The subject complains of (or appears to be suffering from) chest pains.
 - e. Any probe or portion thereof penetrates the subject's skin.
 - f. The subject has sustained a secondary injury that cannot be adequately treated by EMS at the scene (e.g., a laceration incurred while falling to the ground after ECD contact).

***If a subject is transported, the officer maintaining custody shall make every reasonable effort to have a medical release form signed.**

IV. REPORTING AND EVIDENCE COLLECTION

1. All intentional and unintentional discharges of ECDs shall be reported to the DOIC.
2. Where the discharge was intentional a Use of Force report shall be completed. The report shall identify the ECD by its unique serial number.

3. Collection of Evidence – following any deployment of an ECD the following tasks will be completed:
 - a. Collect expended cartridges, probes, and a limited number of AFID microdots, and submit these items as evidence according to department policy.
 - b. Take photographs of the areas of the subject's body that were impacted by the ECD probes, to include:
 - photographs of probes still embedded in the subject's skin prior to their removal, if such photographs can be taken without delaying the removal, AND
 - photographs of the same area of the body after removal of the probes, OR-if probes did not penetrate the subject's skin, photographs of the area believed to have been struck by the probes, showing that no penetration occurred.
4. Anytime the ECD is deployed, officers will document the deployment in their written report.

V. CARRYING THE ECD

1. Officers who carry an ECD shall do so in a department approved holster with a cartridge attached to the device. The ECD will be worn on the officer's weak hand side opposite their handgun, so as not to impede the removal of his or her handgun. Officers who carry an ECD shall check the ECD's battery at the beginning of each shift by spark testing the unit for 1 second to ensure the unit is properly charged and in good working order.

VI. TRAINING AND CERTIFICATION

1. Only those officers who have been trained in a departmentally approved ECD training course may carry the device. Members authorized to carry and use the ECD will be required to submit to an ECD certification course on an annual basis. Members will be afforded three (3) attempts to complete the ECD certification course. Those members who fail to satisfactorily complete the course will not be permitted to use an ECD until such time as the member is able to successfully complete the certification course in a subsequent year.
 - a. Initial certification will be based on a proficiency course which will include a minimum of three scenario based events and a written exam in which one must obtain a minimum score of 80%.

- b. Recertification will consist of the discharging of one cartridge in a proficient manner and a written exam in which one must obtain a minimum score of 80%.

XI. REPORTING USES OF FORCE

1. Member responsibilities

- a. A member using physical force pursuant to his or her duties as a police officer, whether on duty or off duty, shall report or cause to be reported all facts relative to the incident on a Use of Physical Force Report.

- b. The **use** of the straight baton, ASP tactical baton, Oleoresin Capsicum (O.C.) spray, or an ECD is considered a use of force and as such, necessary reports must be completed. The mere display of these items does not require a Use of Physical Force Report

- c. The mere placing of handcuffs on a prisoner will not be construed as a use of physical force. However, when handcuffs become a device used to apply additional force necessary to further subdue a prisoner or where the suspect physically resists the application of handcuffs, a use of force report must be completed.

- d. After physical force is used, members will immediately evaluate the need for medical attention upon whom the physical force was used and arrange for such treatment when that person has a visible injury, complains of injury or requests medical attention; (the use of the ECD will always require EMS evaluation).

- e. The member will immediately notify the officer in charge of the incident.

- f. When a person refuses medical treatment, the officer in charge shall be notified.

- g. Each member involved in the use of force will complete a separate Use of Physical Force report detailing **their** involvement in the use of physical force. All copies of such reports will be forwarded to the officer in charge for approval.

- h. Members who display or brandish a firearm (pistol, shotgun, carbine, or other firearm) or less lethal equipment (ECD, Baton, OC Spray) will complete a Display of Weapon/Less Lethal Form.

2. Supervisor or Officer in Charge Responsibilities

- a. Respond to the scene of the incident if needed;
- b. Ensure that members receive any necessary assistance including medical treatment;
- c. Ensure that any injuries to members are properly documented;
- d. Determine whether an Evidence Technician should respond to the scene and the level of the technician's services to be utilized (including photographs, measurements and diagrams). If an injury or complaint of pain exists, supervisors are encouraged to obtain photographs. In minor incidents, use of the field camera (point and shoot camera, body worn camera, etc.) may be used. Note: A photograph showing absence of injury may be as important as one which does show injury.
** In any case where an ECD is deployed, an Evidence Technician will respond to the scene and follow the guidelines established in the ECD section of Less-Lethal Weapons within this policy.
- e. Ensure that a thorough investigation is conducted and that all reports are prepared and submitted. In the event a member is unable to complete reports due to injuries, the officer in charge will prepare or cause them to be prepared and submit them through the member's chain of command along with his/her own reports and comments.

3. Completion of the Use of Physical Force Report

- a. Check and or fill in all applicable blanks
- b. The narrative section should state the type of force used, and how that force was used on the suspect.
- c. Once complete the form must be reviewed and signed by the shift supervisor, then forwarded to the Division Commander and Chief of Police for review.

XII. DEPARTMENTAL RESPONSE

1. Deadly force incident

- a. Where a police officer's use of force causes death, the officer may be placed on administrative leave or reassigned as directed by the Chief of Police until the completion of an internal investigation and an examination by a mental health professional, which may be ordered by the Chief of Police to evaluate the officer's fitness to return to duty.

b. The department shall conduct both an administrative and a criminal investigation of the incident.

c. The supervisor or officer in charge will notify the Chief of Police, Deputy Chief of Police, Criminal Investigations Supervisor, and the Office of Special Investigations which is within the Office of the New York State Attorney General. These notifications will be made by a supervisor.

2. Incident involving injury to another person

a. Where a police officer's use of force causes injury, a supervisor will review the use of force reports from the involved members. Such reports shall be forwarded to the Chief of Police.

3. Administrative review of incidents:

a. All reported uses of force will be reviewed by the appropriate departmental authority to determine:

- i. that firearms were used correctly;
- ii. the adequacy of firearms and ammunition for the incident;
- iii. compliance with the departmental rules, policy or procedures;
- iv. whether the relevant policy was clearly understandable and effective to cover the situation;
- v. adequacy of departmental training.

b. Reviews will be conducted of any on-duty or off-duty incidents, accidental discharges, and destruction of animals whether or not the incident occurred in the city of Fulton.

c. All findings of policy violations or training inadequacies shall be reported to the Chief of Police for resolution and/or discipline.

d. All use of force incident reports shall be retained indefinitely.

e. There will be a regular review of use of force incidents by the police administration to ascertain training, policy and equipment needs.

XIII. TRAINING AND QUALIFICATIONS

1. Deadly weapons:

a. While on duty, police officers shall only carry weapons and ammunition that are authorized by the department.

b. Police officers shall only carry a department issued firearm when on duty.

c. Authorized weapons are those with which the police officer has qualified and received departmental training for proper and safe use, and which comply with departmental specifications.

d. Police officers who qualify on their first attempt will be acknowledged with a proficiency bar.

SCORE	PERCENT	BAR
40-43	80-86%	MARKSMAN
44-46	88-92%	SHARPSHOOTER
47-49	94-98%	EXPERT
50	100%	DISTINGUISHED EXPERT

e. Police officers who fail to receive a passing score (qualify) with their issued sidearm after three (3) attempts and in accordance with departmental testing procedures shall be temporarily relieved of their police powers and immediately assigned to non-enforcement duties. Testing procedures require that members complete the pistol qualification course at least once per calendar year (qualification period). The authorized pistol qualification course is outlined in *Appendix A* of this policy.

f. Members will be afforded three (3) attempts to complete the pistol qualification course. Those members who fail to satisfactorily complete the course will be provided with an 8-hour remedial handgun training course and will then be required to submit to the pistol qualification course within two (2) weeks of such failure to qualify, at which time they will have (3) attempts to complete the pistol qualification course.

g. Any member who is still unable to successfully pass the pistol qualification course will continue to remain on non-enforcement duties until such time they attend a 20-hour remedial training course and successfully pass the qualification course. Qualification at this phase of remedial training shall consist of the member achieving a passing score on 2 out of 3 qualification attempts.

h. Any member who is still unable to successfully pass the pistol qualification course will continue to remain on non-enforcement duties until such time that they attend a 40-hour remedial training course and successfully pass the qualification course. Qualification at this phase of remedial training shall consist of the member achieving a passing score on 3 out of 5 qualification attempts.

i. Any member who is still unable to successfully pass the pistol qualification course and having demonstrated gross non-proficiency will be subject to disciplinary action under Section 75 of the Civil Service Law.

j. A police officer shall not be permitted to carry any weapon on duty with which he or she has not been able to qualify during the most recent qualification period.

k. A police officer who has taken extended leave or suffered an illness or injury that could affect his/her use of firearms ability will be required to re-qualify with their issued sidearm before returning to enforcement duties.

l. Members will be required to successfully complete a shotgun qualification course on an annual basis. Members will be afforded three (3) attempts to complete the shotgun qualification course. Those members who fail to satisfactorily complete the course will not be permitted to use a department shotgun until such time as the member is able to successfully complete the qualification course in a subsequent year.

m. Members authorized to carry and use a carbine will be required to successfully complete a carbine qualification course on an annual basis. Members will be afforded three (3) attempts to complete the carbine rifle qualification course. Those members who fail to satisfactorily complete the course will not be permitted to use a department carbine rifle until such time as the member is able to successfully complete the qualification course in a subsequent year.

XIV. Weapon Maintenance

1. On a monthly basis, and at the direction of Firearms Training Unit supervisor, shotguns will be inspected for cleanliness and will be cleaned as appropriate.

2. Members who fire their sidearm, either after firearms practice or after the shooting of an animal, shall clean the weapon as soon as reasonably possibly after discharging said weapon.

Dated: January 20, 2021

By order of:



Chief of Police

Forms addenda:

Appendix A: Firearms testing procedure: pistol qualification course
Appendix B: Firearms testing procedure: shotgun qualification course
Appendix C: Firearms testing procedure: carbine qualification course

Display of Firearms Report
Use of Physical Force Report
Supervisor's Checklist: Officer-involved shootings and discharge without injury