

BLOOMINGTON POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

CANINE UNIT POLICY AND PROCEDURE

Reviewed by: Lt. Robert Wall	Effective Date: December 29, 1987
Authorized by: Asst. Chief Greg Scott	Revision Date: August 1, 2019

PURPOSE AND SCOPE

The Canine Program was established to augment police services to the community. Highly skilled and trained teams of handlers and canines have evolved from the program and are used to supplement police operations to locate individuals, contraband and to apprehend criminal offenders.

The primary functions of the Canine Unit are as follows:

1. Building Searches
2. Article Searches
3. Area Searches
4. Crowd Control
5. Tracking
6. Narcotics Detection

GUIDELINES FOR THE USE OF CANINES

A canine may be used to locate and apprehend a suspect if the canine handler reasonably believes the individual has either committed or threatened to commit any serious offense and if any of the following conditions exist:

1. There is a reasonable belief that the individual poses an imminent threat of violence or serious harm to the public, and officer or the handler.
2. The individual is physically resisting or threatening to resist arrest and the use of a canine reasonably appears to be necessary to overcome such resistance.
3. The individual is believed to be concealed in an area where entry by other than the canine would pose a threat to the safety of officers or the public.

It is recognized that situations may arise that do not fall within the provisions set forth in this policy. In any such case, a standard of objective reasonableness shall be used to determine whether to use a canine. The handler's decision will be reviewed by the same standard.

Absent reasonable belief that an individual has committed or threatened to commit a serious offense, mere flight from pursuing officer(s) shall not serve as good cause for the use of a canine to apprehend the individual.

Once the individual has been located and no longer reasonably appears to represent a threat or risk of escape, the canine should be placed in a down-stay or otherwise secured as soon as it becomes reasonably practical.

PREPARATIONS FOR UTILIZING A CANINE

Prior to the use of a canine to search for or apprehend any individual, the canine handler and/or the supervisor on-scene should carefully consider all pertinent information that is reasonably available at the time. The information should include, but is not limited to the following:

1. The individual's age or estimate thereof.
2. The nature of the suspected offense.
3. Any potential danger to the public and/or other officers at the scene if the canine is released.
4. The degree of resistance or threatened resistance, if any, the subject has shown.
5. The potential for escape or flight if the police dog is not utilized.
6. The potential for injury to officers or the public caused by the suspect if the canine is not utilized.

As circumstances permit, the canine handler should make every reasonable effort to communicate and coordinate with other involved personnel to minimize the risk of unintended injury.

A canine handler should have the ultimate authority not to deploy the dog. The handler will evaluate each situation and determine if the use of a canine is technically feasible. Generally, the decision to deploy the dog should remain with the handler. However, a supervisor sufficiently apprised of the situation may decide not to deploy the dog.

Unless otherwise directed by a supervisor, assisting personnel should take direction from the handler in order to minimize interference with the canine.

WARNINGS GIVEN TO ANNOUNCE THE USE OF A CANINE

Unless it would otherwise increase the risk of injury or escape, a clearly audible warning to announce that a canine will be released if the person does not come forth shall be made prior to releasing a canine. The canine handler, when practical, shall first advise the supervisor of his/her decision if a verbal warning is not given prior to releasing the canine. In the event of an apprehension, the handler shall document in any related report whether or not a verbal warning was given and, if none was given, the reasons why.

USE OF NARCOTIC-DETECTION CANINES

A narcotic-detection trained canine may be used in accordance with current law under the following circumstances:

1. To assist in the search for narcotics during a search warrant service.
2. To obtain a search warrant by using the detection canine in support of probable cause.
3. To search vehicles, buildings, bags and any other articles deemed necessary.
4. A narcotic-detection canine will not be used to search a person for narcotics.

GUIDELINES FOR NON-APPREHENSION USE

Because canines have senses far superior to those of humans, they may be effectively utilized to track or search for non-criminals (e.g. lost children, individuals who may be disoriented or in need of medical attention) or suspects wanted for minor criminal offenses. In such circumstances, it will be necessary for the handler to evaluate the conditions and the ability of the canine to determine the feasibility of such an application.

1. Absent a change in circumstances that present an imminent threat to officers, the canine or the public, such applications should be conducted on leash or under such conditions that will minimize the likelihood that the canine will bite or otherwise injure the individual.
2. Unless otherwise directed by a supervisor, assisting personnel should take direction from the handler in order to minimize interference with the canine.
3. Once the individual has been located, the canine should be placed in a down-stay or otherwise secured as soon as it becomes reasonably practicable.

ASSIGNMENT OF CANINE

The canine teams shall be assigned to a division or a patrol shift on an annual basis.

Canine teams should function primarily as cover units; however, they may be assigned by the canine unit supervisor or the on-duty patrol supervisor to other functions based on the needs of the shifts/units at the time.

REQUEST FOR ASSISTANCE FROM OTHER AGENCIES

The canine unit supervisor or an on-duty patrol supervisor must approve all requests for canine assistance from outside agencies, subject to the following provisions:

1. Canine teams should not be used for any assignment that is not consistent with this policy.
2. The handler has the ultimate authority to decide whether the canine should be used for any specific assignment.
3. Canine teams should not be called out while off-duty, absent supervisory approval, or used outside the boundaries of the Bloomington Police Department unless authorized by the on-duty patrol supervisor.
4. It shall be the responsibility of the canine handler to coordinate with outside agency personnel in order to minimize the risk of unintended injury.

REQUEST FOR PUBLIC DEMONSTRATIONS

All public requests for canine teams shall be approved by the canine unit supervisor prior to making any commitment. The canine unit supervisor will notify the Assistant Chief of Administration of any scheduled public appearance or demonstration. Handlers shall not demonstrate any apprehension/bite work to the public unless authorized to do so by the canine unit supervisor.

SELECTION OF CANINE HANDLERS

The following are the minimum qualifications for the assignment of canine handler:

1. Bloomington Police Department officer who has completed probationary status;
2. Reside in a single-family residence;
3. Live within 25 miles of the Bloomington Police Department; and
4. Agree to be assigned to the position for a minimum of three years.

CANINE HANDLER RESPONSIBILITIES

AVAILABILITY

The handler shall be available for call-out under conditions specified by the on-duty shift supervisor.

CARE FOR THE CANINE AND EQUIPMENT

The handler shall ultimately be responsible for the health and welfare of the canine and shall ensure that the canine receives proper nutrition, grooming, training, medical care, affection, and living conditions. The handler will be responsible for the following:

1. Unless required by a particular application, the handler shall not expose the canine to any foreseeable and unreasonable risk of harm.
2. The handler shall maintain all department equipment under his/her control in a clean and serviceable condition.
3. Handlers shall permit the canine unit supervisor to conduct on-site inspections of affected areas of their residence as well as the canine unit, to verify that conditions and equipment conform to this policy.
4. Any changes in the living status of the handler which may affect the lodging or environment of the canine shall be reported to the canine unit supervisor as soon as possible.
5. When off-duty, canine shall be maintained in kennels, provided by the City, at the homes of their handlers. When a canine is kenneled at the handler's home, the gate shall be secured with a lock. When off-duty, canines may be let out of their kennels while under the direct control of their handlers.
6. Normally, the canine will not be lodged at another location unless approved by the canine unit supervisor or on-duty patrol supervisor.
7. When off-duty, handlers shall not involve their canines in any law enforcement activity unless approved in advance by the canine unit supervisor or any on-duty patrol supervisor.
8. Whenever a canine handler anticipates taking a vacation or an extended number of days off, it may be necessary to temporarily relocate the canine. In those situations, the handler shall make appropriate arrangements for the housing and care of their assigned canine.

HANDLER COMPENSATION

The canine handler shall be compensated for time spent in the care, feeding, grooming, and other needs of the dog as provided in the employee's collective bargaining agreement.

MEDICAL CARE OF THE CANINE

All medical attention shall be rendered by the designated canine veterinarian, except during an emergency.

NON-EMERGENCY MEDICAL CARE

Non-emergency medical care will be coordinated through the canine unit supervisor. Any indication that a canine is not in good physical condition shall be reported to the canine unit supervisor or the on-duty patrol supervisor as soon as practical.

All records of medical treatment shall be maintained in the canine handler's personnel file.

EMERGENCY MEDICAL CARE

The handler should notify the canine unit supervisor as soon as practicable when emergency medical care is required.

Depending on the severity of the injury or illness, the canine should either be treated by the designated veterinarian or transported to a designated emergency medical facility for treatment. If the handler and dog are out of the area, the handler may use the nearest available veterinarian.

REPORTING DEPLOYMENTS, BITES AND INJURIES

Whenever a canine deployment results in a bite or causes injury to an intended suspect, a supervisor should be promptly notified and the injuries documented in an EJS incident report and a Response to Aggression form. The injured person shall be promptly treated by emergency medical services personnel and, if appropriate, transported to an appropriate medical facility for further treatment. The deployment and injuries should also be included in any related incident or arrest report.

Any unintended bite or injury caused by a canine, whether on or off duty, shall be promptly reported to the canine unit supervisor or an on-duty supervisor. Unintended bites or injuries caused by a canine should be documented in an administrative memorandum.

If an individual alleges an injury, either visible or not visible, a supervisor shall be notified and both the individual's injured and uninjured areas shall be photographed as soon as practicable after first tending to the immediate needs of the injured party. Photographs shall be retained as evidence in accordance with current department evidence procedures. The photographs shall be retained until the criminal proceedings is completed and the time for any related civil proceedings has expired.

Canines used by law enforcement agencies are generally exempt from impoundment and bite reporting requirements. The canine shall be under observation for 10 days following any bite. The observation shall consist of the canine being locked in a kennel, performing its official duties in a law enforcement vehicle or remaining under the constant supervision of its handler.

TRAINING

Before assignment in the field, dog teams trained for the detection of narcotics shall be trained with programs that meet the minimum certification requirements established by the Illinois Law Enforcement Training and Standards Board.

Each canine team shall thereafter be recertified to current Department standards on an annual basis. Additional training considerations are as follows:

1. Canine teams shall receive training as defined in the current contract with the Department's canine training provider.
2. Canine handlers are encouraged to engage in additional training with approval of the canine unit supervisor.
3. To ensure that all training is consistent, no handler, trainer, or outside vendor is authorized to train to a standard that is contrary to the policies of the Bloomington Police Department.
4. All canine training should be conducted while on-duty unless otherwise approved by the canine unit supervisor.
5. A dog team shall not be deployed in the field until Department training standards have been met. The canine handler may be temporarily reassigned to regular patrol or other duties pending successful completion of training.
6. All canine training records shall be maintained in the canine handler's training file.

CANINE UNIT SUPERVISOR RESPONSIBILITIES

The canine unit supervisor shall supervise the Canine Program. The canine unit supervisor is directly responsible to the Assistant Chief of Administration. The canine unit supervisor shall be responsible for, but not limited to, the following:

1. Review all canine use reports to insure compliance with policy and to identify training issues and other needs of the program.
2. Maintain liaison with the vendor kennel and department veterinarian.
3. Maintain liaison with administrative staff and functional supervisors.
4. Maintain liaison with other agency canine supervisors.
5. Maintain accurate records to document canine activities.
6. Recommend and oversee the procurement of needed equipment and services for the unit.
7. Be responsible for scheduling all canine related activities and training.

CONTROLLED SUBSTANCE TRAINING AIDS

Controlled substance training aids are required to effectively train and maintain drug detecting dogs. Further, controlled substances can also be an effective training aid during training sessions for law enforcement personnel and the public.

TRAINING AID CONTROLLED SUBSTANCES PROCUREMENT PROCEDURES

1. Controlled Substances used for drug detection training by Department canines shall be obtained from adjudicated cases that have been analyzed and awaiting destruction by the Records Division or obtained through allied law enforcement agencies.
2. It shall be the responsibility of the canine unit supervisor to procure training aids from the Records Division.
3. The canine unit supervisor shall author a supplemental case report to the original incident report of the adjudicated case from which the controlled substances were obtained. The report shall document the transfer of evidentiary controlled substances to the Canine Unit for training purposes. The supplemental report shall contain the following information:
 - a. The type of Controlled Substance;
 - b. The total weight in grams of the Controlled Substance when received from the Records Division;
 - c. Date and time of transfer.

When it is determined the Controlled Substances are no longer suitable for training purposes, the canine unit supervisor will author a supplemental report returning the Controlled Substances to the Records Division for destruction.

STORAGE OF NARCOTIC TRAINING AIDS

1. Narcotic training aids will be assigned to the specific canine officer. Type, weight, date, and time of transfer from the canine unit supervisor to the canine officer will be recorded. The record will be maintained by the canine unit supervisor. A receipt will be provided to the Officer.
2. The canine unit supervisor will inspect the narcotics training aids two times in a calendar year. The results of the inspection shall be recorded and maintained by the canine unit supervisor.
3. Each type of Controlled Substance will be secured in a separate airtight container.
4. Each Canine Officer is responsible for the storage, care, maintenance, and security of their assigned narcotics training aids.
5. The narcotic training aids may be stored for daily use in the locked trunk of the canine officer's assigned squad car. They may also be stored in the canine locker inside the police facility. For long term storage the narcotic training aids will be stored in the canine unit safe inside the MLI room, or transferred to another canine officer during their absence. For

purposed of this policy, long term storage is defined as anything exceeding five consecutive work days.

6. The canine officer will notify the canine unit supervisor whenever a training aid is no longer usable due to age, deterioration, contamination, staleness, or any other reason.
7. In the event a training aid is lost, the canine officer shall immediately contact the canine unit supervisor, or an on-duty shift supervisor. The canine officer shall submit an administrative memorandum detailing the circumstances surrounding the loss.

OWNERSHIP OF ASSIGNED CANINE

The dogs assigned to the canine unit are the property of the Bloomington Police Department and shall not be used for purposes other than official police duties. They shall not be used for breeding purposes.

Should the canine or the assigned canine officer retire or be reassigned for any reason, the canine may become the property of the assigned handler at the discretion of the Chief of Police.

HOUSING OF ASSIGNED CANINE

The department shall provide the necessary materials and labor to a build a kennel at the canine officer's residence. The kennel shall remain the property of the Bloomington Police Department policy requires that all canines assigned to the program be housed in the issued kennel. The handler may house the canine inside during times of inclement weather or illness of the canine.

CANINE UNIT VEHICLES

Canine officers will be assigned a squad which shall be specially equipped to transport canines. The canine vehicle will only be operated by members of the canine unit unless otherwise directed by a supervisor or during periods of regular maintenance. The canine vehicle will be maintained by the assigned canine officer who will be responsible for the general maintenance and upkeep of the vehicle. The canine handler is authorized to take his assigned squad car home.

CANINE UNIT UNIFORM

Officers assigned to the canine unit will report for duty in an appropriate uniform for conditions and type of call. The handler will comply with all uniform regulations pursuant to Department policy.

The assigned officer will be issued specialized uniform items such as training uniforms, extended cold weather gear, and appropriate footwear. Such items may be worn during appropriate times as deemed by the handler.

During departmental training, handlers will wear suitable attire clearly identifying them as officers and capable of withstanding the rigors of their job functions, in case they are back to full duty during their training day.

CANINE TRAINING EQUIPMENT

The canine handler will be issued the necessary equipment to complete assignments with the canine. The assigned handler is required to keep his equipment in good condition and should report to the canine unit supervisor any equipment in need of repair or replacement.