

	MEDFIELD POLICE DEPARTMENT	POLICY NO. 1.20
<h1 style="color: red;">POLICE CANINE OPERATIONS</h1>		
MASSACHUSETTS POLICE ACCREDITATION STANDARDS REFERENCED: 41.1.4		DATE OF ISSUE: 08/29/2021 EFFECTIVE DATE: 08/29/2021 REVISION DATE: 08/29/2022
ISSUING AUTHORITY:		
Michelle Guerette Chief of Police		

I. GENERAL CONSIDERATIONS AND GUIDELINES

The Medfield Police Department maintains a Canine team as a part of its efforts to provide the Town with the best police services as possible. The Canine team provides improved capabilities in the areas of search, the tracking of persons, crime deterrence, and public relations

Because of their superior senses of smell and hearing, physical stamina and agility, trained law enforcement canines are a valuable supplement to police manpower. However, utilization of canines requires adherence to procedures that properly control their use-of-force potential and channel their specialized capabilities into legally-acceptable crime prevention and control activities.

Police dogs are not infallible. Their effectiveness depends largely upon the intelligent application of their capabilities. Police dogs react as trained to situations. Anyone making a sudden or threatening move toward the dog or handler risks the chance of the dog's engaging and causing injury.

The purpose of this policy is to establish a set of guidelines for the proper management and control of the department's canine team, as well as the use of police canine team(s) from other police agencies during daily and specialized operations.

This policy will familiarize department personnel with canine operating procedure and policy to ensure the best use of canine teams; the policy will also educate department supervisors on the appropriate uses of canine teams to ensure effective utilization and management in deployment situations.

II. POLICY

The Medfield Police Department shall have a Canine team that consists of a specially trained and certified officer and canine. Only authorized personnel may use a police canine for any Departmental activity.

It is the policy of the department to:

- A. Provide support for canine teams requested under mutual aid;
- B. Keep crime scenes and areas in which the canines are to deploy as free from contamination as possible; and
- C. Keep innocents, bystanders, and distractions away from canine teams while they work.
- D. It is the policy of this department to staff, train, deploy, and maintain a canine unit within the department to serve as a support unit in the field to enhance basic patrol and investigative functions.
- E. This department shall utilize regional police agencies' canine team(s) when it is felt that their use will aid in the apprehension of wanted or escaped persons, tracking, search and rescue operations, seizure of contraband, discovery of explosives, crowd control, locating articles, arson investigation, public relations demonstrations, and other needs of the department.
- F. The Canine Unit shall have the following responsibilities:
 1. Tracking of individuals sought by the police
 2. Searching buildings or areas for suspected criminals
 3. Locating evidence that has been abandoned or hidden
 4. Making reasonable and necessary physical apprehensions
 5. Crowd control, and
 6. Providing handler protection

Canine officers shall perform general patrol duties except when required for specialized training or activity.

III. DEFINITIONS

- A. Canine Team: A police officer/handler and a specially trained working dog working as a team.
- B. Passive Alert Dog: A canine which, when alerting to the presence of controlled substances or other material for which it is trained to search, sits, stands or lies down passively.

IV. PROCEDURES

A. Requirements for Canine Handler INCLUDE: [41.1.4(b)]

1. A MINIMUM OF TWO YEARS OF FULL TIME LAW ENFORCEMENT EXPERIENCE WITH SATISFACTORY WORK PERFORMANCE, DISCIPLINARY AND MEDICAL LEAVE RECORDS.
2. BEING PHYSICALLY CAPABLE OF PERFORMING THE RIGOROUS DUTIES OF A DOG HANDLER.
3. BEING ABLE TO WORK WITH A MINIMUM OF SUPERVISION AND BEING WILLING TO TAKE ON THE RESPONSIBILITIES AND RISKS THAT THE POSITION ENTAILS.
4. HAVING THE ABILITY TO PROVIDE THE PROPER MOTIVATION FOR THE K-9, BOTH VERBALLY AND PHYSICALLY.
5. COMMITMENT TO DEVOTE SOME PERSONAL TIME TO MAINTENANCE, TRAINING, CARE AND SOCIALIZATION OF THE K-9.
6. ABILITY TO BE ON CALL WHEN A CANINE TEAM IS NEEDED, THEREBY BEING AVAILABLE TO ASSIST, SUPPORT AND COOPERATE WITH OTHER DEPARTMENTS AND PERSONNEL.
7. HAVING FAMILY SUPPORT TO HAVE A POLICE WORKING DOG WITH A SECURE OUTDOOR AREA FOR THE CANINE THAT CONFORMS TO ACCEPTED K-9 REQUIREMENTS AT THE HOME.
8. MAKING A COMMITMENT TO REMAIN THE HANDLER OF THE CANINE FOR AT LEAST FIVE YEARS, PREFERABLY FOR THE REMAINDER OF THE DOG'S WORKING LIFE.
9. POSSESSING A STRONG DESIRE TO WORK WITH CANINES AND WILLINGNESS TO CARE FOR AND TRAIN THE ANIMAL; AND
10. BEING ABLE TO PUT THE WORKING DOG'S WELL-BEING AND PHYSICAL COMFORT ABOVE HIS/HER OWN.

B. Canine handlers and their dogs shall be properly trained and certified prior to any independent usage.

C. The Chief of Police shall approve any initial training and/or certification programs. Such programs shall be based on Municipal Police Training Committee or national standards.

D. Before any dog is accepted for the program, it shall be given a medical examination by an approved veterinarian

E. Only officers trained to handle a police canine and authorized by the Chief of Police may handle a canine.

F. The handler shall maintain control of the canine to avoid injury to persons as well as to the dog.

G. Training for Canine Handler [41.1.4(b)]

1. The officer assigned as canine handler shall attend and successfully complete a prescribed training program for handling and caring for the police working dog, with specialized training in the dog's specific discipline (patrol, narcotics detection, tracking, etc.).
2. The canine must be properly trained and certified prior to being officially assigned to patrol duty and must maintain such certification to remain on duty. All training shall be documented.
3. The Chief shall ensure that the canine team receives at least the minimum of 16 hours per month of necessary training to perform their duties and to maintain current certification.
4. Canine handler shall have at least one day of training per month in each specialty and on legal updates.
5. They shall participate in other training programs as appropriate.
6. The handler should also be familiar with canine procedures, receive training on legal updates and attend canine-related training programs as appropriate.
7. In order to maintain the canine's proficiency and certification in detector dogs, it shall be necessary that the handlers have access to appropriate training aids (controlled substances, explosives, etc.). Canine handlers shall be permitted to possess the types of substances the canines are trained to detect in the performance of their duties.
8. Training aids should be obtained from an appropriate source (DEA, etc.). They shall be stored in an approved container and in a manner that will prevent odor cross contamination and ensure the safety and security of the training aid.
9. The canine handler shall maintain a logbook for the purposes of logging the controlled substances in and out.
10. The canine handler shall conduct a monthly inspection and inventory of all training aids stored by the canine teams for training purposes.
11. The Chief or his/her designee may conduct unannounced inspections of the controlled substances stored by the canine teams for training purposes at any time.
12. In the event any controlled training aid used by the canine team is lost or destroyed during training or while in the possession of the handler, the handler shall notify the shift supervisor as soon as possible.
13. A report shall be completed by the handler. A copy of the case report shall be forwarded to the Chief for further review or investigation.
14. Controlled training aids shall not be destroyed or disposed of by the canine handlers. They shall be returned to the issuing agency, where they can be replaced.

H. Maintenance Training

1. Canine officer shall attend training sessions, classes, and seminars and conferences in order to maintain a high level of training.

2. The canine officer shall be responsible for scheduling Canine team maintenance training. Such training will meet a minimum requirement of at least 192 hours of in-service training per year.
3. Canine officer is encouraged to perform self-initiated training while on-duty as patrol activities allow. Canine officer will notify the Officer in Charge and Dispatch personnel of their participation in on-duty training, and its location
4. The Officer in Charge will break a Canine Team from training events only when necessary.
5. Failure by a Canine Team to achieve the minimum training requirements will be grounds for administrative review of the team's certification status, which may result in the withdrawal of its certification.
6. Copies of all training documentation shall be maintained by the handler, with a copy of the Unit's monthly training forwarded to the Chief.

I. Canine Unit Duties

1. When on-duty, the canine team should monitor calls for service and, upon dispatch, respond to incidents where they may be of assistance.
2. Canines shall only be used for activities in which they are certified. Examples of such activities include:
3. Burglary, intrusion, and/or robbery alarms that are in progress or have just occurred
4. Felony or misdemeanor crimes where the suspect has fled on foot and a need for tracking exists
5. Building or area searches for suspects
6. Searches for evidence or discarded contraband, and
7. Searches for lost or missing persons.
8. In conjunction with routine patrol activities;
9. In the detection, control, and apprehension of a suspect when there is a reasonable suspicion of the suspect's involvement in criminal activity;
10. Canine team may also be utilized for the following activities:
 - a. Training presentations and Public relations.

J. Canine Prohibitions

1. The Canine team shall not be used for:
 - a. Searches of other animals
 - b. Shows or trials without the approval of the Chief or his/her designee, and
 - c. Calls/assignments that leave the canine unsupervised for an extended period of time.

K. Canine Deployment

1. During incidents that require the deployment of a canine, the canine officer shall be subordinate to the Incident Commander only in terms of if and when tactical operations will be initiated, not how they will be performed.
2. Canine officers shall provide supervisors with sufficient information on circumstances or situations in which it is inappropriate or inadvisable to utilize a canine. Supervisors shall appropriately consider such information before authorizing any canine deployment, and shall not deploy canines into situations for which they are not qualified.
3. The decision to deploy a canine team is the decision of the on-scene supervisor.
4. Upon the deployment of a Canine Team, the handler shall determine the appropriate level of force to be delivered by the canine.
5. The canine handler is responsible for determining whether a situation justifies canine use. The decision on how to deploy the canine team is a decision of the handler. The responsibility for the evaluation of risk and safety of the team lies with the Incident commander.
6. If an on-scene Sergeant or Officer in Charge disagrees with the handler's tactical assessment to deploy a canine, he may instruct the handler not to deploy the canine. When the handler disagrees with an on-scene supervisor's tactical assessment to deploy a canine, the handler may choose not to deploy the canine.
7. Arrestees shall not be transported in a vehicle with a police canine unless alternative transportation is not available and immediate transport is essential for safety or security reasons.

L. General Considerations:

1. Sergeants or Officer in Charge hold liability for authorizing the deployment of canine teams, and therefore, must approve all such requests. During routine shift work when a canine team is on duty, this may be a less formal process than an off-duty or outside request may be handled.
2. There is a baseline understanding that canine teams utilize their special skills and capabilities on any calls which they are assigned to; initiate; or respond to as a backup to other on-duty units. Such call responses, when the canine team is on duty, are considered routine authorized deployments, and supervisors are made aware of the presence of the canine teams on calls, by virtue of the associated radio traffic.
3. Non-routine responses, and requests received when no canine team is on duty, require a more explicit approval process. Such requests and approvals are generally routed through the Chief, but Sergeants or the Officer in Charge is authorized to make such decisions in the absence or unavailability of a Chief.
4. Canine handlers shall also have the authority to direct other officers directly involved in a situation in order to maintain a safe and effective use of the police dog(s).

5. Canine handlers shall submit a report through the chain of command detailing the nature of the request and action taken.
6. Police officers in need of the assistance of an off duty canine team, shall make such requests through the chain of command. When approved by a supervisor, canine handler will make the final determination on whether or not the police dog can be effectively used, and the manner in which canine should be used, in any given situation.

M. Mutual Aid Requests

1. Requests for services of canine teams from other police departments; whether there is a team on duty or not; shall be directed to the on-duty Sergeant or Officer in Charge, and shall be subject to provisions noted above.
2. Such requests:
 - a. Will only be considered when received from the Commanding Officer of another police department
 - b. Are at the discretion of the Sergeant and canine handler, and
 - c. Must be for incidents that the canine team would typically respond to.
3. When another agency requests the use of the department's canine team:
 - a. The dispatcher shall notify the Sergeant or Officer in Charge of the request and a brief description of the nature of the incident.
 - b. If the request is approved by the Sergeant or Officer in Charge, an on-duty canine team will be assigned to respond to the requesting agency.

N. Responsibilities of Requesting Officers - Generally

1. Minimize noise and confusion at the scene to avoid exciting or distracting the canine.
2. Do not follow or get close to a dog that is working, unless instructed to do so by the handler.
3. Shut off vehicles in the area if feasible to minimize scent contamination by engine exhaust.
4. In the event that a resident has a pet at the scene, request that the owner remove the pet completely away from the area.
5. Building Search
 - a. Attempt to determine if anyone may be lawfully in the building.

- b. Secure the building to prevent entry by others and to prevent escape.
- 6. Tracking/Area Search
 - a. Determine the last known location of the suspect. Secure the area from any further scent contamination.
 - b. Set up a perimeter to prevent the escape of the suspect. Secure the area from any further scent contamination.
- 7. Article Searches
 - a. Secure the area where the articles are to be searched for to avoid any further scent contamination.
 - b. Leave items in plain view, undisturbed and in place, if possible, and point them out to the handler.
 - c. If articles must be recovered, advise the handler of what was recovered and where.
- 8. Approaching Canines
 - a. Personnel shall not provoke, tease or abuse the canine.
 - b. Employees shall not approach the canine without the consent of the handler.
 - c. Employees shall not feed the canine without consent of the handler.
 - d. Employees shall not provide any commands to the canine.
 - e. Employees shall not show the canine to any person(s) without the consent of the handler.
 - f. Employees shall refrain from making any threatening gestures, engaging in horse play, or making any motions toward the handler while in the presence of the canine. Such actions may trigger a protective response from the canine.
 - g. The handler shall share in the responsibility of keeping personnel aware of these rules and shall report any violations.
- 9. BUILDING SEARCHES
 - 1) When the responding officer believes an unauthorized person is in a building, no preliminary building search should be conducted. The officer's responsibility is to secure the building, permitting no one to enter, and to call a canine team, which will enter and search the building.
 - 2) Evacuate all tenants, workers and others from the facility.

- 3) Request that all air conditioning, heating, or other air-blowing systems be shut off so as not to interfere with the canine's scent.
- 4) Upon entrance to the building, all exits should be kept secured, and communications limited to those of a tactical nature.
- 5) It will be the responsibility of the handler to determine whether or not the canine should be unleashed during a building search. Consideration will be given to the imminent risk of injury to innocent persons within the facility.
- 6) Prior to the building search, the handler will verbally announce a warning to anyone inside the building that a K-9 will be released to conduct a search. The handler will urge anyone inside the building to surrender at that time. If there is no response, the Canine Team will then conduct the initial search. This warning shall be repeated on each level of all multilevel structures.
- 7) If, in the opinion of the handler, it is tactically unsafe to announce the presence of the canine team, and if the on-scene supervisor approves, the canine team may enter the building unannounced.
- 8) When apprehending suspects, canines shall be commanded to disengage as soon as it is safe to do so.
- 9) Note: When a building has been closed for the night, the odors in the building tend to dissipate. When a person enters the building or opens a door or window, this allows a draft or wind to enter, disturbing the suspect's odor trail and spoiling the scene.

10. TRACKING

- 1) Humid, early morning hours with no wind offer ideal tracking conditions.
- 2) Tracking on paved streets is difficult because of the odor of the pavement itself.
- 3) Wind of twenty miles per hour or more or heavy rain, makes tracking difficult. Light rainfall frequently provides ideal tracking conditions.
- 4) If officers are pursuing or searching for a suspect and contact with the suspect is lost, prior to summoning a canine team the officers should try to pinpoint the location where the suspect was last seen, and avoid vehicle or foot movement in that area.
- 5) Back up officers should not respond to the scene, but position them around the perimeter of the incident to contain the suspect in the search area.

- 6) It is important that the responding officer make certain that no person enters the area used by the suspect to make his departure. Since the subject's odor will be predominant, the entire scene must be free of other contamination. Generally, dogs may be capable of detecting a scent several hours after the suspect has left the area if the scene has not been contaminated.
- 7) If material has been dropped by the fleeing suspect, such material and the surrounding area must not be contaminated, since a dog may detect the suspect's odor from the material.
- 8) Canines used for tracking persons should remain on a leash of sufficient length to provide a reasonable measure of safety to the subject of the search without compromising the canine's tracking abilities. The canine handler may decide to track "off-lead" where the threat level to police officers is high.

11. CROWD CONTROL

- a. Canine team shall be deployed under department guidelines.
- b. Canine team shall not be used for crowd control at peaceful demonstrations.
- c. The canine team shall allow open avenues of escape to the crowd.
- d. Canines shall be restrained on a leash no longer than six-feet attached to a collar.
- e. Canines shall not be unleashed and sent into a crowd.

12. CANINE WARNING

- a. A "Canine Warning" should be given prior to releasing the dog unless, in the opinion of the handler, doing so would cause undue risk to the canine team, its presence or intention.
- b. The canine warning should consist of the following or similar announcement, "Police Department Canine, show yourself or I will release my dog and he will find you and bite you."
- c. The police officer should deliver more than one warning to ensure that the suspect has received ample warning that the canine will be used to apprehend him/her.
- d. A warning not only allows a suspect time to surrender; it also alerts any innocent persons of the canine team's presence and intention.
- e. At NO time shall the canine team use the canine to effect the arrest of a person who cannot escape or resist the officer, nor to intimidate, coerce or frighten the suspect(s).

13. CANINE BITE SITUATION

-
- a. Situations in which a canine is permitted to subdue a person by biting shall include, but not be limited to:
 - b. Defending the handler, another officer or a member of the public from injury, either on-going or imminent
 - c. Stopping the flight of an actively/passively resisting or violent/combative suspect
 - d. Preventing the escape of an inmate
 - e. Preventing an emotionally disturbed or suicidal person from causing serious injury to themselves, and
 - f. Self-defense of the canine.
 - g. These situations shall be preceded by verbal canine warnings prior to the canine being deployed, except in situations where the officer's safety would be comprised.
 - h. Whenever a canine bites an individual, whether or not the canine was acting in the line of duty, the handler shall:
 - 1) Examine the injury to determine the seriousness of the bite(s).
 - 2) Obtain medical treatment for the injured person.
 - 3) Notify the shift supervisor.
 - 4) Ensure that color photographs are taken of the injured person showing the injury, affected body areas, and face (for identification purposes) after ensuring the subject has received appropriate medical attention.
 - 5) Reports shall be made for all canine bites regardless of the severity or circumstances surrounding the bite(s).
 - 6) The handler is responsible for completing a supplementary report to the original incident report.
 - 7) A Use of Force report shall be completed if the canine was used for a track or apprehension.
 - 8) A supervisor shall conduct an investigation and submit the findings to the Chief of Police.
 - i. After Incident Report
 - 1) Following the completion of each incident where a canine is deployed, the handler will complete a utilization report detailing the significant events of the deployment as they relate to the use of the canine.
 - 2) Such records shall be maintained to document the canine's reliability as well as the handler's experience.

14. CANINE INDUCED INJURIES

- a. If any canine handler becomes incapacitated or injured and is unable to handle his/her dog, officers at the scene should:
- b. If possible, have the handler call and control his/her dog

- c. Attempt to get another trained handler
- d. Consider bringing the spouse or a member of the handler's family to the scene
- e. If necessary, tranquilize the canine, and
- f. As a last resort, destroy the canine.
- g. Once the canine is under control, medical attention can be provided to the handler.
- h. Should a canine be injured, the handler shall provide and arrange for the appropriate emergency medical care for the canine.
- i. The handler shall notify the shift supervisor
- j. The handler shall complete a report to the Chief or his/her designee providing the details of the event and injury.

15. INJURY TO HANDLER

- a. In the event that the handler is injured, incapacitated or killed, the following procedure will be followed
- b. **DO NOT, UNDER ANY CIRCUMSTANCES**, approach the dog that is protecting the injured handler or attempt to assist the officer, unless it is apparent that the failure to respond to the officer would result in death or serious bodily injury.
- c. Allow the handler to secure the dog if possible. Follow the instructions of the handler regarding ways to render aid.
- d. The dog may be able to be lured into the K-9 vehicle or secured using snares and safety equipment.
- e. If feasible, make contact with another handler to remove the dog or control its actions.
- f. Perform other reasonable actions which allow aid to the injured handler while minimizing injury to the canine.
- g. In the unlikely event that all other efforts to respond to the emergency needs of the officer fail, if time permits, contact the department's approved veterinarian, and attempt to tranquilize the dog. If those efforts are unsuccessful, and the officer is in imminent danger of losing his/her life or compounding an existing injury, the K-9 should be neutralized. If it becomes necessary to shoot the dog, place the shot carefully in order to reduce the animal's suffering. The dog is dutifully protecting its handler. Although this action may seem heartless, human life comes first.

16. GUIDELINES FOR POLICE OFFICERS

- a. Patrol officers who become involved in incidents involving a canine deployment must be aware of certain guidelines that will improve both their safety and that of the Canine Team, and will increase the effectiveness of the canine:
- b. When it is determined by a patrol supervisor that a canine team is required at an incident scene, it is the responsibility of the on-scene officers to:

- c. Secure the scene until the canine team arrives;
- d. Avoid contamination of the area in any manner (minimize physical presence and/or use of chemical agents);
- e. If a breaking and entering crime is in progress, officers should not enter the crime scene/building unless directed to do so by the canine handler;
- f. Assist the canine team only as requested to do so by the canine handler;
- g. Provide warnings of K9 use to possible hidden suspects.
- h. Officers should avoid lighting a working Canine Team with spotlights or flashlight
- i. Once a canine has been sent to make an apprehension, other officers shall not attempt to take the person into custody until the dog has been called off or secured.
- j. Officer interference with a canine in pursuit may result in injury to the officer; if a working canine (i.e. an actively tracking, scenting, or apprehending canine) approaches an officer, he/she should stand as still as possible and make no overt movements.
- k. Department members will not:
 - l. Touch, handle or pet a canine unless given permission by the handler
 - m. Tease, agitate or harass a canine
 - n. Engage in horseplay, especially with the handler, when a canine is present, and
 - o. Make aggressive gestures toward the handler.

17. ROLE OF BACK-UP OFFICERS

- a. The canine team handler may request a back-up officer.
- b. A back-up officer's primary responsibilities include but are not limited to the following:
 - c. The back-up officer(s) should remain close to the handler in a position determined by the handler.
 - d. The back-up officer(s) shall be responsible for all communication between the canine team, on-scene supervisor, and the perimeter officers.
 - e. The back-up officer(s) should not go ahead of the canine team unless directed to do so by the handler.
 - f. The back-up officer(s) may not become physically involved with any suspect(s) unless requested to do so by the police officer/handler.
 - g. The back-up officer(s) shall respond to the police officer/handler's request and instructions while involved in the operation. The police officer/handler is in charge of the canine team(s) during the operation.
 - h. Once instructed to do so, it shall be the responsibility of the back-up officer(s) to search the suspect, and remove the suspect from the scene.
 - i. In case of injury to the police officer/handler, the back-up officer is responsible for obtaining help, and being aware of the canine.

18. PRE-SEARCH CONSIDERATIONS

- a. Whenever possible, officers should avoid contaminating a search area prior to and during a canine's search and should refrain from touching any discarded evidence.
- b. If officers enter a search area or building prior to the Unit's arrival, they should vacate the area prior to the canine's search.
- c. The canine handler should be made aware of any area that has been contaminated.

19. DURING A SEARCH

- a. Supervisors and field officers participating in an active search should follow these guidelines:
 - 1) Officers shall maintain perimeter security and attempt to contain the area the extent possible to prevent the escape of the suspect(s), and remain on scene until notified that a search is concluded.
 - 2) Patrol units assigned to perimeter locations will be moved accordingly with the canine's track.
 - 3) Perimeter units should keep the area clear of civilian personnel.
 - 4) Officers shall refrain from unnecessary conversation, stay clear of doors and windows, and shall not enter a search area unless instructed to do so by the canine handler or supervisor.
 - 5) When a Canine Team enters a building or search area, another officer may be assigned to accompany them; this officer's responsibility is to provide cover for the team.
 - 6) Officers accompanying the Canine Team during a search shall take a position to the rear of the canine handler and carefully follow all instructions given by the handler.

20. USE OF DECOYS

- a. No person shall act as a decoy for training patrol canines unless that person is approved by the Chief or his/her designee. This shall not apply to decoys provided by outside training vendors or agencies.
- b. Decoys shall wear the appropriate safety equipment for the training task at hand, as determined by the handler.

21. SOCIALIZING OF CANINES

- a. No canine trained or maintained as a patrol dog shall be intentionally allowed to come into contact with a member of the general public or another agency for socializing purposes without the consent of the Canine team handler.
- b. This requirement:
 - 1) Applies to any canine on or off duty
 - 2) Shall not limit contact with the handler's immediate family, and
 - 3) Shall not prohibit contacts that are the direct result of the canine performing an assigned task.

- c. Contact with a scent detection canine shall be at the discretion of the canine's handler.

22. REQUIREMENTS OF CANINES

- a. The dog assigned to the canine team is the property of the police department.
- b. No dog will be used for breeding purposes, participation in shows, field trials, exhibitions or other demonstrations unless authorized by the Chief.
- c. Department canines shall not be used for off-duty employment or police details without approval of the Chief.
- d. No dog that has been trained as a "guard dog" (one that will attack on detection of intrusion, or will attack a human being without command) will be acceptable for utilization by this agency.
- e. Any dog utilized by this department that exhibits a tendency to not be controllable by the handler, or when unprovoked, attacks or bites another person, or poses a threat to an individual or public safety shall be removed from service.

23. PUBLIC K9 DEMONSTRATIONS

- a. Requests for demonstrations or presentations by canine teams shall be made through the Chief of Police, and forwarded to handler.
- b. During demonstrations, handlers and other officers involved, should:
 - 1) Ensure that appropriate distances are maintained between the canine and the public, and take other appropriate precautions;
 - 2) Ensure any demonstration content is appropriate for the ages and the size of the audience at hand;
 - 3) In any demonstration or training where blank rounds or other devices with a loud noise may be fired, attempt to advise or warn any spectators or others present, prior to using such devices.

24. CANINE CARE [41.1.4(c)]

- a. Canine officer is to care for his/her assigned dog. The handler is responsible for the health and welfare of his/her canine, both on and off duty. Exceptions require the approval of the Chief of Police.
- b. The following provisions will be followed in regards to canine care:
- c. The Department will pay for veterinary care
- d. Medical examinations will be conducted every year or as needed; if it is determined by the handler that the canine should be taken to the veterinarian, the Chief of Police shall be notified as soon as practical

- e. Any illness or injury of a non-emergency nature shall be reported to the Chief of Police
- f. In an emergency situation, the handler shall insure that the canine receives immediate medical attention and shall submit a memorandum to the Chief describing the incident
- g. The handler will be responsible for administering any medication prescribed by a veterinarian and,
- h. When the canine is contained within Department vehicles, the engine will be kept running, whenever necessary to maintain proper heating and cooling of the interior, as well to keep the temperature monitoring system operational.
- i. The Handlers is responsible for daily grooming and checks of his/her canine. The canine's home kennel will be kept clean and sanitary.
- j. The Department will provide food allowance for the canine. Canine will be regularly fed at a time that allows for appropriate time between feeding and going on duty.
- k. Canine will be licensed in accordance with the state and local laws.
- l. Canine handler is personally responsible for the daily care and feeding of their animal including:
 - m. Maintenance and cleaning of the kennel and yard area where the canine is housed;
 - n. Provision of food, water and general diet maintenance as prescribed by the department-authorized veterinarian;
 - o. Daily exercise (police canine is not permitted to run at large); and
 - p. General medical attention and maintenance of health care records.
- q. Where the handler is unable to perform these and related duties due to illness, injury or leave, the following may occur:
 - r. Another canine handler may be assigned to temporarily care for the dog; or
 - s. The canine may be housed in a department-approved kennel when the handler is unavailable.
- t. Teasing, agitating or roughhousing with a police canine is strictly prohibited unless performed as part of a training exercise.
- u. Handlers shall not permit anyone to pet or hug their canine. Should a civilian express a desire to do so, [s]he should be informed that the police canine is serious working dogs and that they can be dangerous if improperly approached

25. CANINE EQUIPMENT [41.1.4(d)]

- a. The Department shall properly equip the Canine Unit. In addition to the equipment for each cruiser, the Unit shall maintain:
 - 1) An appropriate "bite suit" for use in training events and demonstrations
 - 2) Muzzles and harnesses for each canine, and leashes and runs of different lengths.

-
- b. Canine handlers are responsible for the condition of issued equipment and ensuring it is kept in good working condition. Any damage, malfunction or loss of any canine equipment will be reported to the Sergeant as soon as practical.
 - c. Specialized canine equipment shall be furnished by the department. the following list includes but is not limited to equipment needed by the canine team: canine team cruiser: the interior of the vehicle shall be modified to accommodate the needs of the canine team. the exterior of the vehicle shall be conspicuously marked, "POLICE K-9."
 - d. The following additional equipment shall be provided to each Canine Team:
 - 1) Six foot leash; Choke collar; Flat, correction pinch and/or electronic collars as needed; Fifteen foot tracking line; Thirty foot tracking line (optional); Tacking harness; Slicker brush and rake comb; Nail Clippers; Ear and teeth cleaning supplies; Water/food bowl; Food (supplied at the expense of the department); and Medications and supplements as determined by the department veterinarian.
 - e. The handler shall be responsible for maintenance and inspection of this equipment
 - f. Canine officer shall be issued equipment for caring for, handling and transporting police dog. The care and maintenance of all issued equipment shall be the responsibility of the canine officer.
 - g. Canine officer shall be responsible for the proper use and maintenance of patrol vehicle assigned exclusively for canine operations. This shall include the responsibility of ensuring that canine patrol vehicle is inspected and maintained by fleet maintenance services on a regular basis.
 - h. In addition to assigned shift duties, training, veterinary or other dog care needs; as well as travel to and from home for those purposes; issued K9 vehicle may be used when the following three conditions are all met:
 - 1) It is police-related travel; and
 - 2) the dog is present; and
 - 3) the K9 team may be utilized for short notice deployment.
 - i. Such authorized use may then also include:
 - 1) Court attendance, warrant returns, etc.;
 - 2) Road jobs;
 - 3) Other assigned outside details;
 - 4) Other uses meeting the same criteria, or as authorized by the Chief or his/her designee.

26. RECORDS

- a. Canine officers shall maintain accurate and up-to-date records in the following areas:

- 1) Training
- 2) Medical and health, and
- 3) Performance and activity

27. Compensation for Care and Handling/Handlers Earned Time Off

- a. In compliance with the Fair Labor Standards Act, the handler shall be compensated for caring and handling of the canine during non-working hours. The K-9's officer's hours will be ($\frac{1}{2}$) hour less per tour of duty and (1) full hour overtime per week for days off shift.
- b. When the handler utilizes earned vacation time, the department shall be responsible for the cost of boarding the canine at a department approved facility.