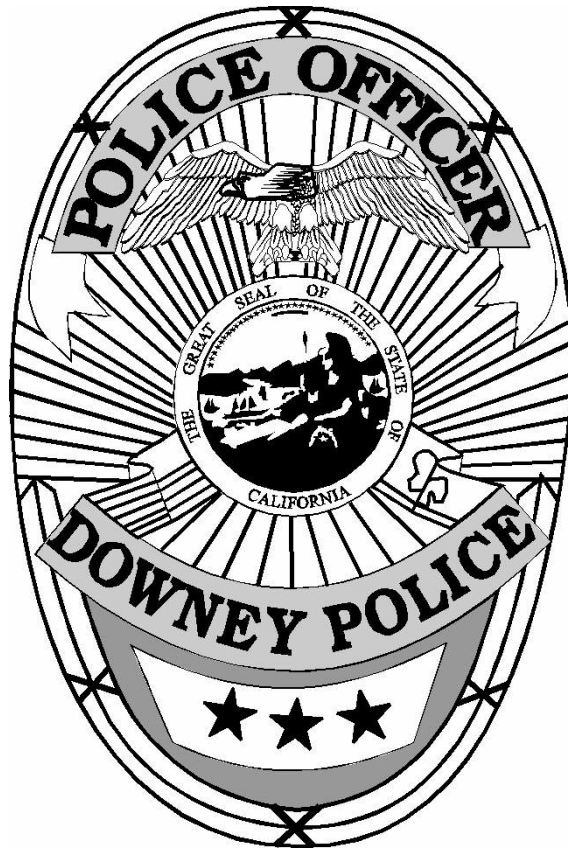


# Downey Police Department

---

# Training Manual



Dean R. Milligan, Chief of Police

Rev. 02/04/14

*Trainee / Officer:*

**Phase One**

Parent FTO –
Watch
From (Dates) To

**Phase Two**

FTO –
Watch
From (Dates) To

**Phase Three**

FTO –
Watch
From (Dates) To

**Phase Four**

FTO –
Watch
From (Dates) To

**Phase Five (Traffic)**

FTO –
Watch
From (Dates) To

**Detective Week**

FTO –
Watch
From (Dates) To

**Phase Six**

Parent FTO –
Watch
From (Dates) To

**Phase Seven (Shadow)**

Parent FTO –
Watch
From (Dates) To

# TABLE OF CONTENTS

Introduction to FTO Program .....	11
FTO Chain of Command.....	12
FTO/Trainee Relationship.....	13
Daily/Weekly Rating .....	14-15
Remediation Form .....	16
FTO Requirements, Selection Process, Personnel Training .....	17-18

## **SECTION I DEPARTMENT POLICIES**

### **2.0 POLICY, MISSION, CODE OF ETHICS**

2.0.010 Policy .....	19
2.0.020 Mission Statement .....	19
2.0.030 Code Of Ethics .....	20

### **4.4 CODE OF CONDUCT PURSUIT POLICY**

4.4.010 Response to Calls.....	21-23
4.4.020 Vehicle Pursuits .....	23-34

### **8.0 USE OF FORCE**

8.0.010 General.....	35
8.0.020 Use of Force Philosophy.....	35
8.0.030 Use of Force Policy.....	35
8.0.040 Use of Force – General .....	35
8.0.050 Use of Force – Discretion .....	36
8.0.060 Objective Reasonableness .....	36
8.0.070 Decision Time .....	36
8.0.080 Level of Force.....	36
8.0.090 Use of Force Reporting and Review Procedures.....	36-37
8.0.100 Responsibilities for Reporting the Use of Force.....	37
8.0.110 Transporting Suspects .....	37
8.0.120 Medical Treatment .....	37
8.0.130 Immediate Supervisor’s Responsibilities .....	38
8.0.140 Administrative Division Responsibilities .....	38-39

### **8.1. USE OF FORCE AUTHORIZED WEAPONS**

8.1.010 Duty Weapon (Uniform) .....	40
8.1.020 Optional Duty Weapon.....	40
8.1.030 On Duty Usage .....	40
8.1.040 Second Weapons .....	40

# **TABLE OF CONTENTS**

8.1.050 Off-Duty Weapons .....	41
8.1.060 Initial Weapons Training.....	41
8.1.070 Duty Ammunition .....	41
8.1.080 Impact Weapons .....	41-42
8.1.090 Extended Range Impact Weapons.....	42
8.1.100 Advanced Taser .....	42

## **8.2. USE OF FORCE USE OF FIREARMS**

8.2.010 Policy.....	43
8.2.020 Shooting Policy.....	43
8.2.025 Shooting at Moving Vehicles .....	43
8.2.030 General Operations .....	43-44
8.2.040 Range Assignments/Qualifications.....	44
8.2.050 Range Operation .....	45
8.2.060 Range Closure .....	45
8.2.070 Range Make-Up .....	45
8.2.080 Storage of Firearms At Home.....	45
8.2.090 Deployment of Extended Range Impact Weapons .....	45-46
8.2.100 Deployment of the Taser .....	46
8.2.110 Reporting Use .....	47
8.2.120 Medical Treatment – Taser .....	47

## **8.3 USE OF FORCE CHEMICAL AGENTS-SWORN**

8.3.010 Chemical Agents .....	48
8.3.020 Policy.....	48
8.3.030 Procedures.....	48

## **8.4. USE OF FORCE CHEMICAL AGENTS-SUPPORT PERSONNEL**

8.4.010 Purpose.....	49
8.4.020 Policy.....	49
8.4.030 Procedure.....	49

## **8.5. USE OF FORCE MP5 SUBMACHINE GUN**

8.5.010 Policy.....	50
8.5.020 Deployment .....	50
8.5.030 Training .....	50
8.5.040 Proficiency .....	50
8.5.050 Ammunition .....	50

## **8.6 USE OF FORCE HOBBLE RESTRAINT**

8.6.010 Policy.....	51
8.6.020 Procedure.....	51
8.6.030 Authorized Restraint.....	51

# **TABLE OF CONTENTS**

## **8.7 USE OF FORCE AR-15A2**

8.7.010 Policy .....	52
8.7.020 Deployment .....	52
8.7.030 Training.....	52
8.7.040 Proficiency .....	52
8.7.050 Ammunition.....	52

## **SECTION II EVALUATION GUIDELINES**

Standardized Evaluation Guidelines.....	53
---	----

### **CRITICAL PERFORMANCE TASKS**

(1) Driving Skills.....	54
(2) Use of Map Book.....	54
(3) Field Performance .....	54
(4) Other Safety – General .....	55
(5) Officer Safety – Prisoners and Suspicious Persons .....	56
(6) Control Of Conflict – Voice Command.....	56
(7) Control of Conflict – Physical Skill.....	56

### **FREQUENT PERFORMANCE TASKS**

(8) Driving Skills.....	57
(9) Orientation Skills – Non-Stress Conditions.....	57
(10) Proper Form Selection .....	57
(11) Report Writing/Dictation .....	58
(12) Report Writing – Level of Usage .....	58
(13) Report Writing – Appropriate Time Used.....	58
(14) Field Performance – Non-Stress Conditions .....	59
(15) Self-Initiated Field Activity .....	59
(16) Use of Common Sense and Good Judgement.....	59
(17) Radio – Appropriate Use of Codes.....	59
(18) Radio – Listens and Comprehends Transmission.....	60
(19) Radio – Articulation of Transmission.....	60

### **KNOWLEDGE**

(20) Knowledge of Department Policies and Procedures .....	60
(21) Knowledge of Penal Code.....	61

# TABLE OF CONTENTS

(22) Knowledge of Vehicle Code .....	61
(23) Knowledge Reflected – Verbal/Written Tests .....	61
(24) Knowledge Reflected – Field-Performance Tests .....	61

## **ATTITUDE**

(25) Acceptance of Feedback.....	62
(26) Attitude Toward Police Work.....	62

## **RELATIONSHIPS**

(27) With Citizens – General.....	62
(28) With Field Training Officer/Sergeant/Lieutenant.....	63
(29) With Other Officer/Recruits .....	63
(30) With Minorities.....	63

## **APPEARANCE**

(31) General Appearance .....	64
-------------------------------	----

# TABLE OF CONTENTS

## TRAINING PHASES

### PHASE 1

#### WEEKS 1 – 4

• Weapons Familiarization .....	66
• Certification.....	66
• Agency Orientation .....	66
• Patrol Vehicle Operations .....	67
• Patrol Vehicle Operations Safety.....	67
• Radio Communications .....	67
• Patrol Techniques.....	68
• Use of Force .....	68
• Officer Safety.....	68
• Uniform And Equipment.....	69
• Report Writing.....	69
• Firearms .....	69
• Driving / Routine .....	70
• Arrest & Control Tactics.....	70
• Transporting Persons .....	71
• Missing Persons .....	71
• Case Trace.....	71
• Laws of Arrest.....	71
• U. S. Constitution.....	72
• D.U.I. Alcohol / Drugs .....	72

**\*\* If the trainee is a Reserve Officer, review pages 99-100 during Phase-1**

### PHASE 2

#### WEEKS 5 – 7

• Community Relations/Professional Demeanor .....	73
• Malicious Mischief/Vandalism.....	73
• Auto Thefts .....	73
• Driving/Emergency .....	74
• Property .....	74
• Range.....	74
• Leave Procedures .....	75
• Injured on Duty .....	75
• Death Cases (Except Homicides).....	75
• Municipal Codes .....	76
• Court Preparation .....	76
• Injured/Sick Persons.....	77
• Tactical Communications .....	77

# TABLE OF CONTENTS

## TRAINING PHASES

- Burglary Investigations .....78
- Grand Theft / Petty Theft .....78

### **PHASE 3**

#### **WEEKS 8 – 10**

- High Risk Car Stops .....79
- General Car Stops .....79
- Pedestrian Approaches .....80
- Field Show-Ups .....80
- Domestic Violence .....80
- Suspicious Incidents .....81
- Juvenile Procedures .....81
- Area and Building Searches .....81
- Disturbances.....82
- Interview Techniques.....82
- Crowd Control.....83
- Major Incidents .....84
- Information Systems / Radio Communications .....84

### **PHASE 4**

#### **WEEKS 11 – 13**

- Jail Procedures.....85
- Robbery Calls .....85
- Civil Disputes.....86
- Conflict Resolution.....86
- Search and Seizure .....86
- Evidence Booking.....87
- Custody Facilities .....87
- Fraud/Forgery .....88
- Narcotics.....88
- Child Abuse/Neglect .....88
- Bombs and Explosives .....89
- Communicable Diseases .....89
- Vehicle Reports .....89



# TABLE OF CONTENTS

## TRAINING PHASES

### PHASE 5

#### WEEKS 14 – 15

- Traffic Collision Reports .....90
- Traffic Collision Investigations .....90
- Criminal Investigations .....90
- Traffic Control .....91
- Traffic Enforcement .....91
- Impounding Vehicles .....92

### PHASE 6

#### WEEKS 16 – 18

- Murder / Homicide .....93
- Kidnapping.....93
- Hazardous Materials.....93
- Press Release .....94
- A.B.C. Laws.....94
- Barricaded Suspects / Hostages .....94
- Hi Tech Crimes.....94
- Indecent Exposure.....95
- Sexual Assaults.....95
- Administrative Procedures.....95
- Courtroom Testimony .....96

### PHASE 7

#### WEEKS 19 – 22

- Communications.....97
- Gang Enforcement .....97
- Officer Survival .....97
- Leadership.....98
- Reserve Officer – General.....99
- Reserve Officer – Duties .....99
- Reserve Officer – Firearms.....100
- Reserve Officer – Uniforms & Equipment.....100

# TABLE OF CONTENTS

## TRAINING PHASES

PHASE 1/WEEKS 1 – 4 .....	66-72
PHASE 2/WEEKS 5 – 7 .....	73-77
PHASE 3/WEEKS 8 – 10 .....	79-84
PHASE 4/WEEKS 11 – 13 .....	85-89
PHASE 5/WEEKS 14 – 15 .....	90-92
PHASE 6/WEEKS 16 – 18 .....	93-96
PHASE 7/WEEK 19 - 22 .....	97-100
<b>Completed Reports/Check-Off List .....</b>	<b>101-104</b>
<b>Field Training Program Completion Record .....</b>	<b>105</b>
<b>FTO Committee: Exit Interview / Critique .....</b>	<b>106-108</b>
<b>FTO Critique Form .....</b>	<b>109-110</b>

# DOWNEY POLICE DEPARTMENT

TO: New Personnel

FROM: Field Training Staff

This Field-Training Officer Manual was developed by the Field-Training Officer Staff to enhance your training. In the following pages, you will find some of the department policies relating to such things as vehicle pursuits and use of force. Keep in mind that this manual contains only a portion of the many departmental guidelines relating to your job as a Downey Police Officer. You must also familiarize yourself with the Department Police Manual to learn the many other areas of importance to your successful training.

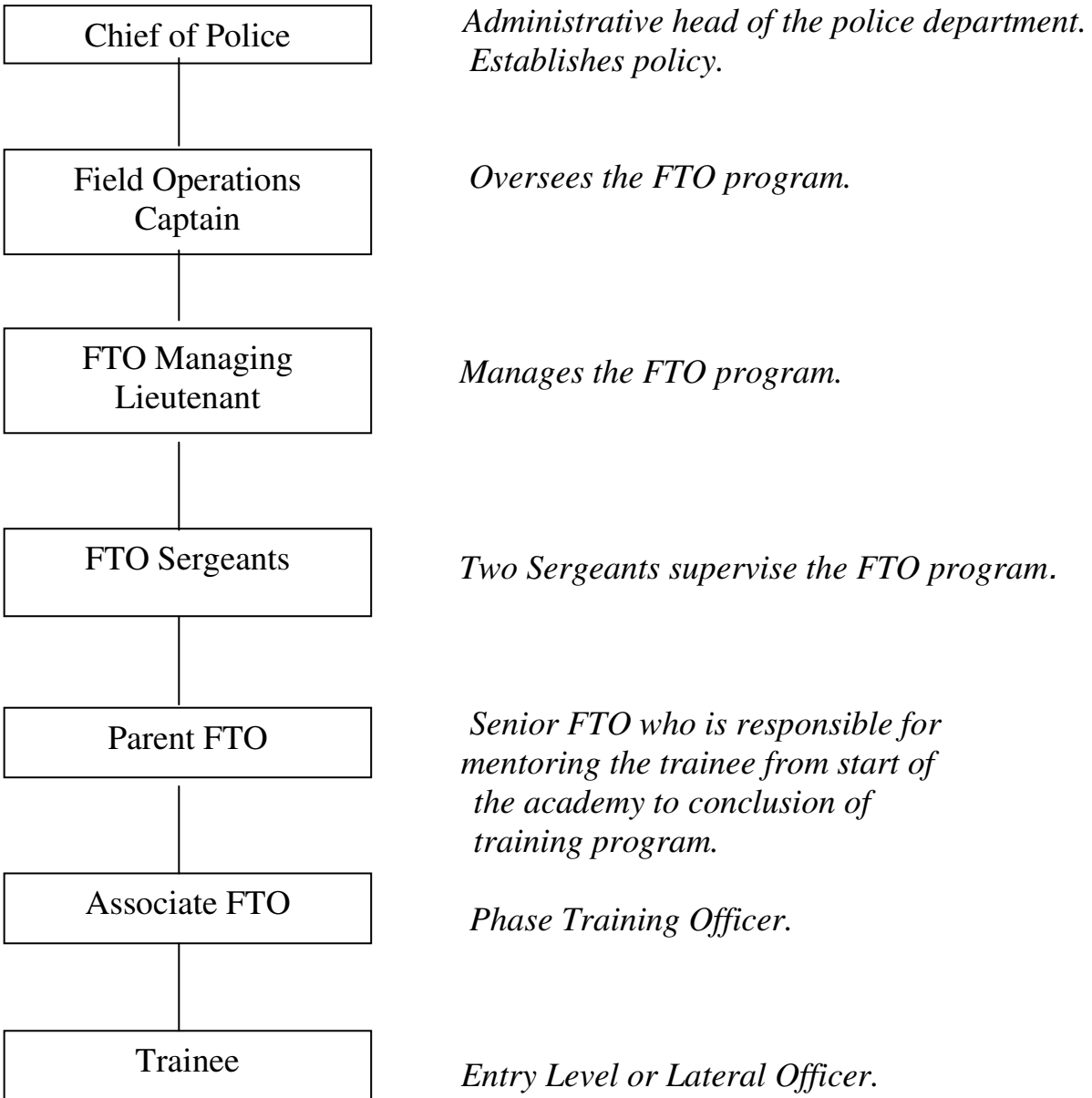
Oftentimes, while completing areas of training within the Field-Training Officer Manual, you will find it helpful to refer to specific areas within the Department Police Manual. For example, in the Field-Training Officer Manual under training phase 1-3, you will find the heading, "Patrol Vehicle Operations" followed by the Numbers **4.3.** and **11.0.030.** These numbers refer to applicable sections within the Downey Police Manual that correspond to the training task "Patrol Vehicle Operations" of the Field-Training Officer Manual.

Also within the pages of this manual are the standardized evaluation guidelines for which your training performance will be measured. Please review this area so you are familiar with the specific training tasks required.

Each phase of training consists of several learning objectives. The learning objectives will be introduced to you through verbal and written communication, field activity, and scenario and role playing. After the learning objectives have been introduced, you will demonstrate that you understand the learning objectives through your field performance and written and verbal tests. Proficiency in the Field Training Manual, in conjunction with the Downey Police Manual, **must** be demonstrated prior to successfully completing the training program.

The Field Training Staff is committed to providing you with the tools and training necessary to become a professional law enforcement officer. However, it is ultimately **your** commitment that will ensure your successful completion of the Downey Police Department Field Training Program. On behalf of the Field Training Staff, we wish you success in your endeavor as a Downey Police Officer.

## **FTO Chain of Command**



# FTO/TRAINEE RELATIONSHIP

The relationship between the FTO and the trainee will be a teacher/student and/or supervisor/subordinate relationship. To ensure this professional relationship, the following guidelines shall be adhered to.

- A) The hallmark of this relationship will be one of mutual respect. FTOs will treat trainees with respect at all times, and trainees will be expected to respect the FTO and to follow his/her directions. Trainees will not be harassed, intimidated, intentionally embarrassed or treated in a demeaning manner. Name calling or use of derogatory terms by the FTO are not acceptable. FTOs will try not to show their anger or frustration while they are working with the trainee. Remember, praise in public, correct in private.
- B) While trainees are going through the Field Training Program, FTOs will not socialize with them. Any relationship between the FTO and trainee shall be strictly professional in nature.
- C) FTO personnel will not date or attempt to date trainees while they are in the FTO program. If an FTO sergeant or FTO is related to a trainee, or if he/she had a special relationship with the trainee which began before the trainee was hired by the City of Downey, the FTO Sergeant will advise the FTO Lieutenant of this before the start of the training program.
- D) FTO personnel will not make discriminatory or sexist remarks.
- E) FTO personnel will not make sexual remarks or advances toward any trainee.
- F) FTOs will not live with or rent rooms to any trainee or enter into any financial arrangements with them.
- G) FTOs will not accept gifts from, or give gifts to trainees while they are in the Field Training Program.

**Downey Police Department  
Daily/Weekly Rating**

Phase/Week: \_\_\_\_\_

Trainee: \_\_\_\_\_ FTO: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Rating Instructions: Rate observed behavior with reference to the scale below using the numerical value definitions contained in the FTO Manual Evaluation Guidelines. You must comment on the most and least acceptable performance. Although specific comments are required for all ratings of two (2) or less, six (6) or above, and NRT, you are encouraged to comment on any behavior you wish. Use the category number to reference the comments. Check "NO" if any activity is not observed and/or "NRT" if the trainee fails to respond to training. "RT" is used to show remedial training time.

Not Acceptable    Minimum Acceptable    Superior  
1 2 3                    4                    5 6 7

**Critical Performance Tasks**

**Daily Scores:**

1. Driving Skill: Stress conditions	1	2	3	4	5	6	7	RT	NO	NRT
2. Orientation skill under stress conditions	1	2	3	4	5	6	7	RT	NO	NRT
3. Field performance: Stress conditions	1	2	3	4	5	6	7	RT	NO	NRT
4. Officer Safety: General	1	2	3	4	5	6	7	RT	NO	NRT
5. Officer Safety: Prisoners & susp. persons	1	2	3	4	5	6	7	RT	NO	NRT
6. Control of Conflict: Voice command	1	2	3	4	5	6	7	RT	NO	NRT
7. Control of Conflict: Physical skill	1	2	3	4	5	6	7	RT	NO	NRT

**Frequent and Other Performance Tasks**

8. Driving Skill: Non-stress conditions	1	2	3	4	5	6	7	RT	NO	NRT
9. Orientation Skill: Non-stress conditions	1	2	3	4	5	6	7	RT	NO	NRT
10. Proper Form Selection: Accurate/complete	1	2	3	4	5	6	7	RT	NO	NRT
11. Report Writing: Organization/details	1	2	3	4	5	6	7	RT	NO	NRT
12. Report Writing: Grammar/spelling/neatness	1	2	3	4	5	6	7	RT	NO	NRT
13. Report Writing: Appropriate time used?	1	2	3	4	5	6	7	RT	NO	NRT
14. Field Performance: Non-stress conditions	1	2	3	4	5	6	7	RT	NO	NRT
15. Self-initiated Field activity	1	2	3	4	5	6	7	RT	NO	NRT
16. Problem solving: Decisions/judgement	1	2	3	4	5	6	7	RT	NO	NRT
17. Radio: Appropriate use of codes	1	2	3	4	5	6	7	RT	NO	NRT
18. Radio: Listens/ comprehends transmission	1	2	3	4	5	6	7	RT	NO	NRT
19. Radio: Articulation of transmissions	1	2	3	4	5	6	7	RT	NO	NRT

**Knowledge**

20. Of Department policies and procedures	1	2	3	4	5	6	7	RT	NO	NRT
21. Of the Penal Code	1	2	3	4	5	6	7	RT	NO	NRT
22. Of the Vehicle Code	1	2	3	4	5	6	7	RT	NO	NRT
23. Reflected in verbal or written tests	1	2	3	4	5	6	7	RT	NO	NRT
24. Reflected in field performance tests	1	2	3	4	5	6	7	RT	NO	NRT

**Attitude / Relationships**

25. Acceptance of feedback: Verbal behavior	1	2	3	4	5	6	7	RT	NO	NRT
26. Attitude towards police work	1	2	3	4	5	6	7	RT	NO	NRT
27. With citizens: Specify _____	1	2	3	4	5	6	7	RT	NO	NRT
28. With Relationships: FTO/Sgt./Lt.	1	2	3	4	5	6	7	RT	NO	NRT
29. With other recruits / officers	1	2	3	4	5	6	7	RT	NO	NRT
30. With ethnic groups other than trainee's	1	2	3	4	5	6	7	RT	NO	NRT

**Appearance**

31. General appearance: Specify if necessary	1	2	3	4	5	6	7	RT	NO	NRT
--	---	---	---	---	---	---	---	----	----	-----

Trainee signature: \_\_\_\_\_ FTO signature: \_\_\_\_\_

Reviewed by: Sergeant(s): \_\_\_\_\_ Lieutenant: \_\_\_\_\_

**DOWNEY POLICE DEPARTMENT**  
**TRAINING EVALUATION: PHASE#      WEEK#**

**TRAINEE:**

**FTO:**

**DATE:**

**MOST ACCEPTABLE PERFORMANCE:**

**LEAST ACCEPTABLE PERFORMANCE:**

**DAILY PERFORMANCE:**

**ADDITIONAL COMMENTS:**

TRAINEE SIGNATURE: \_\_\_\_\_ FTO: \_\_\_\_\_

REVIEWED BY : SERGEANT(S) \_\_\_\_\_ LIEUTENANT: \_\_\_\_\_

**DOWNEY POLICE DEPARTMENT  
FIELD TRAINING OFFICER PROGRAM**

**REMEDIATION WORKSHEET**

**TRAINEE:**

**DATE:**

**PHASE:**

**YOU ARE EXPECTED TO COMPLETE THE ASSIGNED TASK BY:**

**DATE:**

**PROBLEM**

DEFINE THE PROBLEM AREA, GIVING SPECIFIC EXAMPLES. DESCRIBE THE TRAINING ALREADY CONDUCTED.

**ASSIGNMENT**

DESCRIBE THE SPECIFIC ASSIGNMENT GIVEN TO THE TRAINEE TO CORRECT THE PROBLEM.

**TRAINEE'S SIGNATURE:**

**F.T.O. SIGNATURE:**



## **FTO Requirements**

In order to be considered for an FTO assignment a candidate must submit a memorandum of interest to the Field Operations Captain. The FTO candidate must meet the minimum qualifications for the position of FTO, which are as follows:

- 1) Three years of service as a Downey Police Officer  
Or  
Two years of service as a Downey Police Officer and one year of uniformed patrol service at a prior agency.
- 2) A candidate must be off probation.

Desired qualifications for the position of FTO are as follows:

- 1) Outstanding communication skills.
- 2) Outstanding interpersonal skills.
- 3) Interest in training and teaching probationary officers.

Those officers who wish to be considered for an FTO assignment will present themselves at an Oral Board that consists of the FTO Lieutenant and two FTO Sergeants. The Oral Board will consider the candidates qualifications based on the listed criteria listed within this manual and the FTO program Training Guide.

Once selected the FTO must attend a POST Certified Basic FTO course.

## **Program Personnel Training**

FTP / SAC must attend a POST-certified FTP / SAC course within 12 months of appointment.

## **FTO Update**

All FTO's shall complete twenty-four hours of update training every three years. The update training shall be satisfied by:

- 1) Completing a POST certified Field Training Officer Update course (as set forth in PAM, section D-13; or
- 2) Completing 24 hours of department specific training in the field training topics contained in the Field Training Officer Update Course (as set forth in PAM, section D-13).

Every reassigned FTO, after a three year or longer break in service as an FTO, shall:

- 1) Successfully complete a POST certified Field Training Officer Update Course (as set forth in PAM, section D-13) prior to training new officers; and,
- 2) Complete twenty four hours of update training every three years. This update training shall be satisfied by:
  - Completing a POST certified Field Training Officer Update Course ( as set forth in PAM, section D-13); or
  - Completing twenty-four hours of department specific training in the field training topics contained in the Field Training Officer Update Course ( as set forth in PAM, section D-13).

## **Organization and Structure**

FTO Staff

### **Patrol Lieutenant (1)**

- Collateral assignment to FTO staff
- Management of FTO staff

### **Patrol Sergeants (2)**

- Collateral assignment to FTO staff
- Supervision of FTO staff

### **Patrol Field Training Officers**

- Number varies depending on training needs
- Collateral assignment to FTO staff

## **2.0 POLICY, MISSION, CODE OF ETHICS**

### **2.0.010POLICY**

Policy is a course of action selected from alternatives in light of given conditions to guide and determine present and future conditions.

Policy does not state what must be done, but does state principles which should be followed to achieve the Mission of the Department.

Policy is formed by objectives which have been formed, based upon the desires of the Community, Police Ethics and experience and mandate of the law.

Policy is published to advise the public and Department personnel of the principles which will be followed in the carrying out of the law enforcement function. Policy also assists the Department employees in the exercising of discretion in discharging their duties, by establishing operation standards.

### **2.0.020MISSION STATEMENT**

The Mission of the Downey Police Department is to preserve the peace and protect and serve all who live or work in, as well as those who travel through, our City, and in so doing to make a meaningful contribution to the quality of life in our community.

As we endeavor to accomplish our Mission, we acknowledge the following:

- The Downey Police Department exists because of the community we serve. We are an organization of professionals committed to providing the highest level of police service in a sensitive and positive manner to all, regardless of race, creed or lifestyle. We recognize the value of human life and the dignity of all people and strive to treat those with whom we come in contact with fairness, compassion and respect.
- We recognize the importance of “working together” as members of the Downey Police Department to maintain a work environment which promotes trust, faith, respect and interpersonal support for all.
- The badge is a symbol of public trust and we wear ours with great pride. With this in mind we realize it is incumbent upon each of us to adhere to a higher ethical standard to maintain the confidence of the community.
- Our Department motto, “Our Community, Our Commitment,” characterizes the position we hold. We are committed, in partnership with the people of Downey, to the creation of mutual trust which will allow us to work together in preventing crime, in resolving mutual concerns and in establishing a safe and secure environment.

Excellence, Respect, Integrity, Pride and Cooperation serve as our “value anchors” as we strive each day to carry out our Mission.

## **2.0.030 CODE OF ETHICS**

As a Law Enforcement Officer, my fundamental duty is to serve mankind; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional Rights of all men to liberty, equality and justice.

I will keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities, or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession...law enforcement.

The Downey Police Department fully subscribes to the letter and intent of the "Law Enforcement Code of Ethics".

The Downey Police Department does not subscribe to, nor will the organization tolerate any, act of sexual, racial, disability, or religious discrimination by or against any member within the organization.

While the use of the chain of command is always encouraged to report any acts of (or perceived acts of) discrimination, members should feel free to go directly to the highest level of supervision, including the Chief of Police, to seek resolution or relief.

Truthfulness is the "Coin of Exchange" for a police officer or any member of a police agency.

## **4.4 CODE OF CONDUCT**

## **PURSUIT POLICY**

### **4.4.010 RESPONSE TO CALLS**

#### ***Routine Response***

A call not accompanied by "Code 3" is a routine call. Officers shall observe all traffic laws and proceed without the use of red lights and siren.

#### ***Code Three Response***

A call accompanied by the statement "Code 3" is an emergency call and is to be answered immediately. Officers shall operate a steady forward facing red light and sound the siren as reasonably necessary per California Vehicle Code § 21055.

#### ***Responsibilities of Officers Requesting Emergency Assistance***

Requests for emergency assistance should be limited to those situations where there appears to be an immediate threat to the safety of the officers, or assistance is needed to prevent imminent serious harm to a citizen or the public. In any event where a situation has stabilized and emergency response is not required, the officer shall immediately notify Communications of the change in status.

The requesting officer should give the following information:

- The unit number
- The location
- The reason for the request and type of emergency
- The number of units required

#### ***Number of Units Assigned***

Normally only one unit should respond to an emergency call Code 3 unless an additional unit advises of an intended Code 3 response and it is authorized by the Watch Commander or the Field Supervisor.

#### ***Responsibility of Officers***

If an officer, especially the primary unit assigned, feels a Code 3 response to any call is appropriate, the officer shall immediately notify Communications, giving the unit number and location of response. Generally, only one unit should respond Code 3 to any given call, however, should another officer feel a Code 3 response is appropriate, Communications shall be notified and the Watch Commander or Field Supervisor will make a determination if more than one unit in a Code 3 response is appropriate.

## ***Responsibilities of Responding Officer(s)***

Officers shall exercise judgment and care with due regard for life and property when responding to an emergency call. Officers shall reduce speed at all street intersections to such a degree that they shall have complete control of the vehicle.

The decision to continue a Code 3 response is at the discretion of the officer. If, in the officer's judgment, the roadway conditions or the traffic congestion does not permit such a response without unreasonable risk, the officer may elect to respond to the call without the use of red lights and siren at the legal speed limit. In such an event, the officer should notify Communications of the unit's inability to respond Code 3. An officer shall discontinue the Code 3 response when directed by a Supervisor.

Upon receiving authorization or determining a Code 3 response is appropriate, an officer shall give the location he/she is responding from as soon as possible.

## ***Communications Responsibilities***

A Communications Operator shall assign a Code 3 response when an officer requests emergency assistance or information reasonably indicates the public is threatened with serious injury or death and police intervention is necessary.

In all other circumstances, the Communications Operator should obtain authorization from the on-duty Watch Commander, or a Field Supervisor, prior to assigning units Code 3.

When a unit has been assigned a Code 3 response, the Communications Operator shall immediately notify the Watch Commander of the assignment. The Communications Operator shall attempt to assign the closest available unit to the location requiring assistance.

Upon assigning a unit a Code 3 response and receiving confirmation of the response or a unit advises of a Code 3 response, the Communications Operator should rebroadcast the location from which the unit is responding. In addition, if the information is supplied, the Communications Operator should also broadcast the anticipated route of travel. The Communications Operator shall continue to rebroadcast information as necessary concerning the response.

The Communications Operator shall control all radio communications during the emergency and coordinate assistance under the direction of the Watch Commander or Field Supervisor. The Communications Operator shall continue to monitor the situation until it is stabilized or terminated.

## ***Supervisory Responsibilities***

Upon being notified that a Code 3 response has been initiated, the Watch Commander, or the Field Supervisor, shall verify the following:

- The proper response has been initiated;
- No more than those units reasonably necessary under the circumstances are involved in the response;
- Affected outside jurisdictions are being notified as practical.

The Field Supervisor shall monitor the response until it has been stabilized or terminated, and assert control by directing units into or out of the response if necessary. If, in the Supervisor's judgment, the circumstances require additional units to be assigned a Code 3 response, the Supervisor may do so.

It is the Supervisor's responsibility to terminate a Code 3 response that, in his/her judgment is inappropriate due to the circumstances.

When making the decision to authorize a Code 3 response, the Watch Commander or the Field Supervisor should consider the following:

- The type of call
- The necessity of a timely response
- Traffic and roadway conditions
- The location of the vehicles

### ***Failure of Emergency Equipment***

If the emergency equipment on the vehicle should fail to operate, the officer must either terminate the response/pursuit or respond accordingly. In all cases, the officer shall notify the Watch Commander, Field Supervisor, or Communications of the equipment failure so another unit may be assigned the emergency response.

**(Revised Section 4.4.010 – 10/07)**

## **4.4.020 VEHICLE PURSUITS**

### ***Vehicle Pursuit – Definition***

A vehicle pursuit is an event involving one or more law enforcement officers attempting to apprehend a suspected or actual violator of the law in a motor vehicle while the driver is using evasive tactics, such as high speed driving, driving off a highway, turning suddenly, or driving in a legal manner, but failing to yield to the officer's signal to stop.

### ***The Balance Test***

Vehicle pursuits are inherently dangerous and require officers and supervisors to consider many issues in reaching the decision to pursue. In our efforts to apprehend a fleeing suspect, we must balance the known or reasonably suspected offense and the apparent need for immediate capture against the risks to peace officers, innocent motorists, and others in order to protect the public. This is known as the Balance Test.

- Factors to be considered in the Balance Test:
- Public Safety
- Nature of offense and apparent circumstances
- Officer safety
- Vehicle Code requirements
- Passenger in officer's vehicle (e.g., citizen, witness, prisoner)
- Pedestrian and vehicular traffic patterns and volume
- Other persons in or on pursued vehicle (e.g., passengers, co-offenders, hostages)

- Location of the pursuit (e.g., school zone, playground, residential, downtown, jurisdiction)
- Time of day
- Speed of fleeing suspect
- Weather and visibility
- Road conditions
- Identity of offender (if known)/offender can be located at a later time
- Capabilities of law enforcement vehicle(s)
- Ability of officer(s) driving
- Availability of additional resources
- Whether supervisory approval is required
- Officer's/supervisor's familiarity with the area of the pursuit
- Quality of radio communications (e.g., out of range, garbled, none)

### ***Driver Responsibility***

California Vehicle Code § 21055 specifies that in emergency situations, the driver of an authorized emergency vehicle is exempt from the "rules of the road" provided that the red light and siren of the vehicle are activated. California Vehicle Code § 21056, however, specifies that this exemption does **not** relieve the driver from the duty to drive with due regard for the safety of all persons using the highway, nor does it protect him/her from the consequences of an arbitrary exercise of the privileges granted in that section (21055).

### ***Initiation of Vehicle Pursuits***

Pursuits may be initiated when an officer has reasonable cause to stop a vehicle and, in the officer's judgment, the violator clearly exhibits an intent to avoid arrest by using a vehicle to flee. In order to diminish the likelihood of the pursuit, officers intending to stop a vehicle shall, when practical, be within close proximity to the vehicle before activating red lights and attempting the stop.

The following additional factors should be considered when assessing whether to initiate a pursuit:

- Whether there is an unreasonable risk of injury to the public or to the pursuing officers
- Whether vehicular and/or pedestrian traffic safety is unreasonably compromised
- Whether the suspect(s) can be identified and/or apprehended at a later time
- When weather conditions such as rain, fog, snow, etc., create an unreasonable risk of injury to the public or the pursuing officers
- When the only known reason for the pursuit is a minor traffic violation and the suspect has not stopped after a reasonably short distance
- The seriousness of the crime and its relationship to community safety
- Speed of fleeing suspect



- Time of day
- Other persons in or on pursued vehicle (e.g., passengers, co-offenders, hostages)
- The traffic conditions, i.e.,
  - A. The volume of vehicular traffic
  - B. The volume of pedestrian traffic
  - C. The road conditions
  - D. Location of the pursuit (e.g., school zone, playground, residential, commercial, rural, downtown, jurisdiction)
- Whether the lack or quality of communication between the primary unit and the dispatchers or supervisor causes an unreasonable risk to the public or officers
- The familiarity of the primary pursuing officer with the area
- Ability of officer(s) driving
- Passenger in officer's vehicle (e.g., citizen, witness, prisoner)
- Whether vehicular and/or pedestrian traffic is unreasonably compromised because of the lack of proper performance capability of the primary police vehicle
- Whether supervisory approval is required
- Availability of additional resources
- Vehicle Code requirements

### ***Speed of Pursuit***

In determining speeds throughout a pursuit, officers and supervisors shall take into consideration public safety, peace officer safety, and safety of the occupants in a fleeing vehicle. In view of the circumstances and environment of each pursuit, officers and supervisors should consider the following factors to determine reasonable speeds:

- Public safety
- Officer safety
- Nature of offense and apparent circumstances
- Vehicle Code requirements
- Passenger in officer's vehicle (e.g., citizen, witness, prisoner)
- Pedestrian and vehicular traffic patterns and volume
- Other persons in or on pursued vehicle (e.g., passengers, co-offenders, hostages)
- Location of the pursuit (e.g., school zone, residential, commercial, downtown, rural)
- Time of day
- Speed of fleeing suspect
- Weather and visibility
- Road conditions

- Identity of offender (if known)/offender can be located at a later time
- Capabilities of law enforcement vehicle(s)
- Ability of officer(s) driving
- Availability of additional resources
- Whether supervisory approval is required
- Officer's/supervisor's familiarity with the area of the pursuit
- Quality of radio communications (e.g., out of range, garbled, none)

### ***Supervisory Responsibilities***

Appropriate supervisory control shall be exercised over any pursuit. The supervisor shall monitor the pursuit and continuously assess the situation and ensure that the pursuit is conducted within established department guidelines. If necessary, the concerned supervisor shall assert control by directing specific units out of the pursuit, reassigning the primary or secondary units, or coordinating air support. If, in the Supervisor's judgment, the risks presented by the continuation of the pursuit outweigh the benefits of the successful conclusion, the supervisor shall terminate the pursuit. A supervisor shall respond to the termination point of the pursuit and provide the necessary direction. The supervisor shall also complete and submit a California Highway Patrol Pursuit Report, form CHP 187A, to the involved officer's commanding officer.

The Watch Commander or Field Supervisor shall ensure that affected jurisdictions are notified of the progress of the pursuit when it appears likely to enter other jurisdictions.

### ***Other factors to be considered by the supervisor:***

- Violation/justification for the pursuit
- Driving tactics
- Communications
- Pursuit intervention tactics
- Speed
- Interjurisdictional considerations
- Conditions of the vehicle, driver, roadway, weather, and traffic
- Hazards to uninvolved bystanders or motorists
- Stabilization of incident
- Capture of suspects

### ***Communications Responsibilities***

The Communications Operator shall continue to monitor the pursuit until it is terminated and stabilized.

The Communications Operator shall continue to rebroadcast the pursuit information of field units and coordinate assistance under the direction of the Watch Commander and/or Field Supervisor. Pursuits shall be broadcast on Frequency 1, but may be broadcast on Frequency 2 at the discretion of the Watch Commander and/or Field Supervisor.

Communications personnel shall immediately notify the Watch Commander and/or Field Supervisor of any pursuit within our City. They shall also notify affected jurisdictions if the pursuit should proceed into their areas and maintain open communications with them while the pursuit is in their jurisdiction. This notification shall specify whether or not assistance is requested by pursuit units and the reason for the pursuit.

### ***Number & Type of Units Permitted***

- A. The primary and assisting pursuit vehicles shall activate the red lights and siren continuously when involved in a pursuit.
- B. Research has shown that the more law enforcement units actively participating in a pursuit increases the likelihood of a collision. The initial pursuing unit (primary unit), a back-up police unit (secondary unit), and a supervisor shall be the only units to pursue the suspect vehicle "Code 3". Officers in all other units shall stay clear of the pursuit, but remain alert to its progress and location.

The primary unit or the supervisor may request additional units to join the pursuit if it appears that the officers in the vehicles involved would not be sufficient to safely effect the detention and/or arrest of the suspect(s). The total number of vehicles involved in a pursuit shall be subject to the control of the Watch Commander and/or Field Supervisor.

Other Factors to consider in determining if and when additional units are authorized:

- Capabilities of law enforcement vehicle(s)
  - Ability of officer(s) driving
- C. Unmarked Unit - In rare instances an unmarked vehicle may become involved in emergency activities involving serious crimes or life endangering situations. In those situations, officers lose the immunity afforded them in California Vehicle Code § 17004. When officers in an unmarked unit become aware that a marked police unit has arrived and will attempt to stop a suspect vehicle, the unmarked unit shall disengage.
  - D. Motorcycle Units - If a pursuit is initiated by an officer on a motorcycle, the pursuing motorcycle officer shall relinquish the role as the primary unit when a marked police unit equipped for Code 3 operation has joined the pursuit. The motorcycle officer shall relinquish the role as a secondary unit after they become aware of the arrival of a secondary black and white unit equipped for a Code 3 operation.
  - E. Officers involved in a pursuit shall wear lap and harness seat belts.

### ***Primary Unit Responsibilities***

- A. The unit initiating the pursuit shall be considered the primary pursuit vehicle unless otherwise directed by the Watch Commander or Field Supervisor. The unit initiating the pursuit shall immediately notify Communications that a pursuit is in progress and provide the following information:

- Unit identification
  - The reason of the pursuit
  - A description of the vehicle including license number, if possible
  - Their location or direction of travel
  - The speed of the fleeing vehicle, if possible
  - The number of occupants in the vehicle and a description, if possible
  - \* Traffic conditions - the primary unit shall update this information as frequently as practicable during the pursuit:
    1. Volume of vehicular traffic
    2. Volume of pedestrian traffic
    3. Weather conditions
    4. Road conditions
    5. Description of area the pursuit is in, i.e., residential, commercial or rural
- B. The primary unit is responsible for continually updating information as to the pursuit's progress including location, direction of travel and speed, and additional crimes observed. The first responsibility of the officer in a primary unit is the apprehension of the suspect(s) without unnecessarily endangering themselves or other persons.
- C. Unless relieved by a Supervisor, the driver of the primary pursuit vehicle shall be responsible for controlling the pursuit tactics. Those responsibilities include the decision to either initiate or terminate a pursuit, whether more than two units should join the pursuit, and the assumption of the command at the termination point of the pursuit until the arrival of the Supervisor.
- D. In the event the primary pursuit vehicle cannot continue as a primary unit, the next unit following the pursuit vehicle shall become the primary pursuit vehicle subject to the control of the Watch Commander or in his/her absence, the Field Supervisor.

### ***Secondary Unit Responsibilities***

The secondary unit, upon joining the pursuit, shall immediately notify dispatch that there are two units in the pursuit. No additional units shall become involved in the pursuit unless they are specifically requested by the primary unit and assigned by supervision or dispatch. The secondary unit may, if possible, assume communication duties at the discretion of the primary unit. If the suspect(s) attempts to flee on foot, the secondary unit, or a responding supervisor, shall assist and coordinate the efforts of the apprehension.

### ***Driving Tactics***

The decision to use or not use specific driving tactics requires the same assessment considerations discussed in the guidelines concerning pursuit initiation, continuation, and termination. It represents balancing what is known and/or reasonably suspected and the need for immediate capture against the risks to the public and officers.

There shall be no caravanning by field units not assigned primary or secondary unit responsibilities. Additionally, there shall be no attempt by field units to pass the suspect or primary and secondary pursuing units.

Officers engaged in a pursuit with a vehicle shall drive their unit allowing sufficient distances and spaces between vehicles to allow proper braking or turning time.

Unless specifically requested, all other officers shall not trail the pursuit and shall remain clear of the termination point of the pursuit.

As a general policy, officers shall not pursue a vehicle the wrong way on a freeway. If the vehicle being pursued enters the freeway the wrong way, the following options should be considered:

- Requesting assistance from an air unit to take over the pursuit
- Maintaining visual contact with the suspect vehicle by paralleling it on the correct side of the freeway
- Requesting other units to observe the adjacent exits available to the suspect's vehicle
- Notifying the California Highway Patrol and concerned police agencies

While engaged in a pursuit on a freeway, officers should utilize their red light and siren to comply with California Vehicle Code § 21055. Should extremely heavy traffic or other hazardous conditions be encountered, officers should consider other options, including termination of the pursuit.

### ***Additional Units***

Extraordinary circumstances may dictate the assignment of additional units to the pursuit. The involvement of additional units shall be by request and/or approval of supervision or the dispatch center.

The following factors should be considered when requesting additional units:

- The nature of the crime
- The number of suspects
- Whether participating units are one or two-person units
- Characteristics of the location/area
- Availability of air support
- Availability of assisting agencies/jurisdictions
- Traffic conditions
- Tactics and techniques authorized for units approved to "trail" or parallel a pursuit (e.g., traffic control in advance of the pursuit)
- Other clear and articulable facts that would warrant the increased personnel involvement

## ***Guidelines for Continuing or Terminating a Pursuit***

Officers involved in a pursuit must continuously question whether the seriousness of the initial violation, or any of the subsequent violations, reasonably warrants continuation of the pursuit.

The following factors should be considered when assessing whether to continue or terminate a pursuit:

- Whether there is an unreasonable risk of injury to the public or to the pursuing officers
- Whether speeds dangerously exceed the normal flow of traffic
- Whether vehicular and/or pedestrian traffic safety is unreasonably compromised
- Whether the suspect(s) can be identified and/or apprehended at a later time and their escape does not pose a serious threat to public safety
- Whether visibility or weather conditions such as rain, fog, snow, etc., create an unreasonable risk of injury to the public or the pursuing officers
- Whether the pursuing officers have lost sight of the suspect vehicle and its location is no longer definitely known
- Whether the only known reason for the pursuit is a minor traffic violation and the suspect has not stopped after a reasonably short distance
- The seriousness of the crime and its relationship to community safety
- The traffic conditions, i.e.,
  - A. The volume of vehicular traffic
  - B. The volume of pedestrian traffic
  - C. The road conditions
  - D. The nature of the area of the pursuit; residential, commercial, rural, downtown, school zone
- The lack or quality of communication between the primary unit and the dispatchers or supervisor causes an unreasonable risk to the public or officers
- The familiarity of the primary pursuing officer with the area
- Vehicular and/or pedestrian traffic is unreasonably compromised because of the lack of proper performance capability of the primary police vehicle

Other factors to consider when determining whether or not to continue or terminate a pursuit:

- Vehicle Code requirements
- Passenger in officer's vehicle (e.g., citizen, witness, prisoner)
- Other persons in or on a pursued vehicle (e.g., passengers, co-offenders, hostages)
- Time of day
- Ability of officer(s) driving
- Availability of additional resources / Air support

- Whether supervisory approval is required
- Officer's/supervisor's familiarity with the area of the pursuit

Since the pursuing officers are in the best position to evaluate the hazards presented, pursuing officers may terminate the pursuit at their discretion. However, an officer shall not continue a pursuit after being advised to terminate the pursuit by the Watch Commander or Field Supervisor.

### ***Interjurisdictional Pursuits***

Notification by another jurisdiction of a pursuit in progress shall not be construed as a request to join the pursuit. Officers shall not assist the outside jurisdiction unless they are specifically requested to do so and authorized by a supervisor, or unless it is clearly demonstrated that the outside agency is unable to request assistance, or the emergency nature of the situation dictates the need for assistance by this department.

When engaged in a pursuit initiated by an outside jurisdiction, officers from this department providing assistance shall adhere to department policy regarding emergency vehicle operations. Once the pursuit has left our department's jurisdiction, assisting officers will terminate their involvement in the pursuit when it appears that the pursuing officer has sufficient assistance.

When a pursuit has been initiated in this jurisdiction and enters another jurisdiction, the primary unit may, due to such factors as the pursuing officer being unfamiliar with the streets in the neighboring jurisdiction, and other considerations of public safety, request that the neighboring jurisdiction take over the pursuit. The initiating officer will respond without unnecessary delay to the termination point of the pursuit to provide probable cause for the arresting officers. The neighboring jurisdiction may, at their discretion, terminate the pursuit if warranted.

A supervisor shall respond to the termination point of any interjurisdictional pursuit where our personnel are involved to assist and coordinate their efforts.

Officers from the Downey Police Department, whether engaged in an interjurisdictional pursuit within or outside our city limits, will remain under our department's supervisory control and management.

Any employee who becomes aware of an outside jurisdiction conducting a pursuit within our city limits should notify communications and/or the on-duty field operations supervisor immediately.

### ***Conditions of the Vehicle, Driver, Roadway, Weather and Traffic***

Pursuit evaluation should take into consideration public safety, peace officer safety, and safety of the occupants in a fleeing vehicle. Improperly maintained vehicles are more likely to experience mechanical failure. Officers must be aware that physiological and psychological factors affect driving ability. Roadway conditions, including weather and traffic, should also be considered in pursuit decision-making.

Factors to consider by both officers and supervisors in a pursuit:

- Conditions affecting vehicles (type, condition, emergency equipment, capabilities, etc.)
- Conditions affecting drivers (physiological, psychological, abilities)
- Roadway conditions (width, surface)

- Weather conditions (rain, fog, ice, snow)
- Traffic conditions (heavy, moderate)

### ***Hazards to Uninvolved Bystanders or Motorists***

We must minimize the risks to innocent bystanders in pursuits. Hazards to uninvolved motorists during the law enforcement effort to capture a suspect must be a constant consideration during pursuits. Doubt concerning the appropriateness of a pursuit should be resolved in favor of minimizing hazards to uninvolved bystanders or motorists.

Additional factors to consider:

- Public safety
- Nature of offense and apparent circumstances
- Officer safety
- Vehicle Code requirements
- Passenger in officer's vehicle (e.g., citizen, witness, prisoner)
- Pedestrian and vehicular traffic patterns and volume
- Other persons in or on pursued vehicle (e.g., passengers, co-offenders, hostages)
- Location of the pursuit (e.g., school zone, playground, residential, downtown)
- Time of day
- Speed of fleeing suspect
- Weather and visibility
- Road conditions
- Identity of the offender (if known)/offender can be located at a later time
- Capabilities of law enforcement vehicle(s)
- Ability of officer(s) driving
- Availability of additional resources
- Whether supervisory approval is required
- Officer's/supervisor's familiarity with the area of the pursuit
- Quality of radio communications (e.g., out of range, garbled, none)

### ***Air Assistance***

The assistance of an air unit will be requested when available. Once the air unit has established visual contact with the pursued vehicle, it should assume control over the pursuit. The primary and secondary ground units may proceed Code 3, if necessary, and should follow the pursuit at a distance which would allow them to apprehend the suspect(s) when the pursuit has terminated.

Air support shall include coordinating the activities of resources on the ground, reporting on the progress of the pursuit, and providing peace officers and supervisors with information to evaluate whether or not to continue the pursuit. The air unit should provide illumination (when applicable), advise ground units of upcoming traffic congestion, road hazards, or



other pertinent information. If ground units are not within visual contact and the air unit determines that it is unsafe to continue the pursuit, the air unit shall terminate the pursuit.

Factors to consider when utilizing air support:

- Communications
- Intersection/traffic analysis
- Illumination (use of spotlight)
- Weather
- Number of air units
- Aircraft safety

### ***Forced Termination of Pursuits***

Generally, the forced termination of a pursuit by a roadblock, blocking, boxing, or the ramming of a vehicle is to be discouraged. Such practices may unnecessarily compromise the officer's tactical position or increase the likelihood that they will be injured in a collision. Similarly, the dangers to the public exist as a result of the likelihood of a collision.

However, situations may arise where the escape of the suspect cannot be permitted due to the threat of the public safety, yet the continuation of the pursuit significantly increases the threat to the public. Under such circumstances, the forced termination of the pursuit by such methods is not precluded.

Other factors to consider:

- Training on the method/tactic
- Type of vehicles involved (motorcycle, car, SUV, etc.)
- Speed
- Location of the pursuit (school zone, playground, residential, downtown)
- Road conditions
- Occupant(s) of suspect vehicle (hostages, innocent persons, etc.)
- Pedestrian and vehicular traffic patterns and volume
- Weather and visibility
- Department use of force policy
- Nature of the offense

### ***Capture of Suspects***

The apprehension and capture of a suspect must be done in accordance with state and federal law as well as department policies and procedures. Officers shall also refer to the department's use of force policy in determining procedures for taking a suspect into custody. The safety of the public and of the officers involved in the effort to capture an offender shall be an important factor in determining apprehension tactics and procedures.

Factors to consider during efforts to capture a suspect at the conclusion of a pursuit:

- Availability/use of arrest team

- Use of “high risk” car stop techniques
- Availability of additional units
- Physiological and psychological condition of the officer
- Department use of force policy/options
- Characteristics of termination location

### ***Traffic Control***

The Watch Commander, or the Field Supervisor, may permit, if practical, authorization for units to clear and manage intersections in an effort to protect the public safety from the suspect's fleeing vehicle.

### ***Administrative Review & Reporting***

Post-pursuit analysis can assist in the overall management of pursuits, policy development and implementation, and identify trends and training needs.

A completed CHP 187A Form shall be submitted to the California Highway Patrol within 30 days following a motor vehicle pursuit.

The department shall conduct a review of the pursuit to ensure that the pursuit was conducted in compliance with departmental policies. The supervisor who oversaw the pursuit should respond to the termination point and conduct an on-scene review. The review should include a critique of the incident and utilization of the critique as a training tool in briefings and other appropriate training forums. The reviewing supervisor shall inform his/her Division Commander of the critique findings when known.

Other factors to consider during the review:

- Audio-visual evidence (if available)
- Circumstances associated with the pursuit

### ***Regular and Periodic Training***

Officers shall participate in annual pursuit training that shall include, at a minimum, a review of the department's pursuit policy. Officers shall certify in writing that they have received, read, and understand the policy.

**(Revised Section 4.4.020 - 10/07)**

## **8.0 USE OF FORCE**

## **POLICY**

### **8.0.010 General**

The purpose of this policy is to provide officers of this Department with guidelines on the reasonable use of force. Even at its lowest level, the use of force is a serious responsibility and requires constant evaluation. The force review portion of this policy does not pertain to officer involved shootings or in-custody deaths. Those incidents are addressed by specific policy and will be handled accordingly.

### **8.0.020 Use of Force Philosophy**

The use of force by law enforcement personnel is a matter of critical concern both to the public and the law enforcement community. Officers are involved on a daily basis in numerous and varied human encounters and, when warranted, may use force in carrying out their duties.

Officers must have an understanding of, and true appreciation for, the limitations on their authority, particularly with respect to overcoming resistance from those with whom they come in official contact.

This Department recognizes and respects the value of human life and dignity without prejudice to anyone. It is also understood that vesting officers with the authority to use reasonable force to protect the public welfare requires a careful balancing of all human interests.

California Penal Code § 835(a) provides that:

Any peace officer who has reasonable cause to believe that the person to be arrested has committed a public offense may use *reasonable force to effect the arrest, to prevent escape or to overcome resistance*. A peace officer who makes or attempts to make an arrest need not retreat or desist from his/her efforts by reason of resistance or threatened resistance of the person being arrested; nor shall such officer be deemed the aggressor or lose his/her right to self-defense by the use of reasonable force to effect the arrest or to prevent escape or overcome resistance.

### **8.0.030 Use of Force Policy**

It is the policy of this Department that each officer shall use only that amount of force which appears reasonably necessary, given the facts and the circumstances perceived by that officer at the time of the event, to effectively bring an incident under control. The "objective reasonableness" of the force used must be judged from the perspective of a reasonable officer on the scene at the time of the incident.

### **8.0.040 Use of Force - General**

Members of the Downey Police Department may use force in the performance of their duties if they reasonably believe any of the following conditions are met:

- A. In self-defense or in the defense of another person, or
- B. To prevent the commission of a public offense, or
- C. To effect a lawful arrest, or
- D. To overcome resistance, or

- E. To prevent escape, or
- F. To protect a person from injuring him/herself.

**(Revised Section 8.0.040 10/07)**

**8.0.050 Use of Force - Discretion**

Given that no policy can realistically predict every possible situation an officer might encounter in the field, it is recognized that each officer must be entrusted with well-reasoned discretion in determining the appropriate use of force in each incident. Nothing in this policy requires an officer to actually sustain physical injury before applying reasonable force.

**8.0.060 Objective Reasonableness**

Any application of force by a member of this Department must be judged by a standard of "objective reasonableness." When determining whether or not to apply any level of force, and evaluating whether an officer has used objectively reasonable force, a number of factors should be taken into consideration. These factors should include, but are not limited to:

- A. The conduct of the individual being confronted (as reasonably perceived by the officer at the time)
- B. Officer/subject factors (age, size, relative strength, skill level, injury/exhaustion, number of officers versus the number of subjects)
- C. Influence of drugs/alcohol (mental capacity)
- D. Proximity of weapons
- E. Availability of other options (what resources are reasonably available to the officer under the circumstances)
- F. Seriousness of the suspected offense or reason for contact with the individual
- G. Training and experience of the officer
- H. Potential for injury to citizens, officers and suspects
- I. Risk of escape
- J. Other exigent circumstances

**8.0.070 Decision Time**

Officers are expected to make split-second decisions, and the amount of time available to evaluate and respond to changing circumstances may impact an officer's decision.

**8.0.080 Level of Force**

While various levels of force exist, each officer is expected to respond with that level of force that reasonably appears appropriate, under the circumstances at the time, to successfully accomplish the legitimate law enforcement purpose in accordance with this policy.

**8.0.090 Use of Force Reporting and Review Procedures**

Any use of force which is greater than that required for unresisted Department-approved searching or handcuffing, including the use of oleoresin capsicum (OC) (pepper) spray,

must be reported in an incident report or supplemental report. Additionally, any use of force that results in an injury, or complaint of pain, must be reported in the same manner.

#### **8.0.100 Responsibilities for Reporting the Use of Force**

Members shall, without unnecessary delay, make verbal notification to their immediate supervisor in all cases in which they use reportable force. Members witnessing reportable force shall, without unnecessary delay, advise their supervisor, who will determine whether a separate report by the witness(s) is required.

Whenever an incident involving force requires a report, all details reasonably necessary to describe the use of force shall be included in that report. A reference to the verbal notification and the name of the supervisor to whom it was made shall be included. Each assisting member, who used force, shall submit a supplemental report detailing his or her actions.

Each member reporting force in a report or memorandum shall describe in detail the actions of the suspect necessitating the use of force and the specific force used in response to the suspect's actions. Any injuries or complaints of injuries, and any medical treatment or refusal of medical treatment, shall be documented.

#### **8.0.110 Transporting Suspects**

The transporting Officer shall, without unnecessary delay, advise the Field Sergeant or immediate supervisor whenever a suspect, upon whom force was used, is transported to a medical facility for examination or treatment prior to booking or housing in a custody facility. The Sergeant shall, without unnecessary delay, notify the Watch Commander that the suspect is being treated or examined following an officer's use of force.

#### **8.0.120 Medical Treatment**

A suspect must be transported to a medical facility for examination/treatment by qualified personnel whenever the person:

- Strikes his or her head on a hard object, or sustains a blow to the head/face as a result of the application of force by an officer
- Is restrained with a carotid restraint, or any kind of throat/neck restraint, whether or not he is rendered unconscious
- Is hit with a specialized weapon projectile (such as an Arwen round, Stunbag, etc.)
- Has injuries that appear to require medical treatment
- Alleges any injury and requests medical treatment, whether or not he has any apparent injuries

Any doubt regarding the need for medical treatment shall be resolved by transporting the suspect to an appropriate medical facility.

When anyone in custody is in need of medical treatment, officers should make every effort to get the individual treated. However, if after being taken to a medical facility, the suspect refuses medical treatment, a supervisor shall be notified and the refusal shall be documented in the appropriate report or memorandum with a copy of the medical paperwork included.

### **8.0.130 Immediate Supervisor's Responsibilities**

The Field Sergeant or immediate supervisor shall respond without unnecessary delay to any incident involving reportable force, and shall, without unnecessary delay, advise the Watch Commander of any significant force used.

After being briefed by officers on scene, the supervisor will assess the scene to insure all necessary actions and responsibilities are being handled, such as:

- Determining who will be writing the report and supplemental reports as appropriate.
- Locating all witnesses, including medical personnel, and those who could have been witnesses but claim to have not witnessed the incident, and ensuring statements are obtained. These statements shall be documented and tape-recorded unless there are articulable reasons to do otherwise. In some circumstances, it is recommended the supervisor assist or be present during interviews to insure completeness and accuracy. Witness interviews conducted by a supervisor will be written by the supervisor and attached as a supplemental to the original report.
- Assigning someone to take photos of the location, evidence, injuries to suspect and/or officers. Photos should also be taken when the suspect is not injured.
- Providing medical attention when needed or requested.

The supervisor shall insure the report includes the following elements:

- Nature of the incident
- Personnel involved or present
- Witnesses and potential witnesses
- Suspect's actions necessitating the use of force
- Force used, in detail
- Injuries sustained
- Copies of all relevant reports, photographs or memoranda
- Copies of all audio/video tapes

The handling supervisor shall read and immediately address any corrections needed in the report. The handling supervisor shall also prepare a Use of Force face sheet. The face sheet shall be attached to a copy of the report and be submitted up the chain, within the handling division, and on to the Professional Standards Unit. In other words, the only written documents prepared by the handling supervisor, outside of possible supplemental witness statements included in the report, shall be the face sheet. All reviewing supervisors shall sign and date that they have reviewed the document.

- Standard force reviews do not require department personnel be tape-recorded; however, instances may arise where recording would be prudent. Supervisors are expected to exercise sound reason and judgment when these atypical situations arise.

**(Revised Section 8.0.160 – 10/07)**

### **8.0.140 Administrative Division Responsibilities**

The Professional Standards Unit shall review all use of force reports forwarded by a Division Commander. The purpose of this review is to ensure that an unbiased,

experienced investigator examines the incident in terms of policy adherence and completeness of documentation. The Professional Standards Unit shall also be responsible for identifying training needs that may result from the use of force.

## **8.1 USE OF FORCE**

## **AUTHORIZED WEAPONS**

### **8.1.010 DUTY WEAPON (UNIFORM)**

The Department issued weapon is the Beretta 92FS 9MM semi-automatic pistol. Sworn officers may carry a previously issued weapon.

### **8.1.020 OPTIONAL DUTY WEAPON**

With approval of their Division Commander, with good cause, employees may carry a personally owned weapon after demonstrating an ability to fire a qualifying score with the weapon. Employees who choose to carry a personally owned weapon shall return any weapon previously issued to them.

**(Revised Section 8.1.020 – 09/03)**

### **8.1.030 ON DUTY USAGE**

No firearms will be carried on-duty that have not been thoroughly inspected by the range master during a regularly scheduled range date. Except in an emergency, or as directed by a supervisor, no firearm shall be carried by a member who has not qualified with that weapon at an authorized Downey Police Department range.

### **8.1.040 SECOND WEAPONS**

Upon written authorization sworn personnel may carry a second handgun on duty. It shall be carried concealed on the person. Ammunition shall be the same as Department issue. If the caliber of the handgun is other than Department issue, ammunition shall be approved by the range supervisor. Sworn personnel carrying a different caliber handgun shall furnish their ammunition.

- A. The handgun shall be between a .22 and .45 caliber, inclusive, revolver, derringer or semi-automatic and fully concealable. The handgun and ammunition shall be of good quality and workmanship (i.e., Colt, Smith & Wesson, Browning, Walther, etc.). Only one second handgun may be carried.
- B. The purchase of the handgun and non-Department issue ammunition shall be the responsibility of the member.
- C. The handgun shall be carried out of sight at all times and in such a manner as to prevent accidental cocking, discharge, or loss of physical control.

Before requesting authorization and each year thereafter, personnel shall fire at least ten rounds with the handgun under range supervision to demonstrate their proficiency, safe handling, and serviceability of the handgun.

Authorization for carrying the second handgun shall be obtained by submitting a memorandum via the chain of command to the Administrative Division Commander. The memorandum shall include the make, model, serial number, caliber and the manufacturer and type of ammunition (if it is of a different caliber than the Department issue). The range proficiency record shall accompany the memorandum.

Approved memorandums shall be maintained in the employee's personnel file.

**(Revised Section 8.1.040 – 07/03)**



### **8.1.050 OFF-DUTY WEAPONS**

The carrying of firearms by sworn members while off duty is permitted by the Chief of Police, but may be modified should circumstances dictate. Sworn members who choose to carry a firearm while off duty will be required to meet the following guidelines:

- A. The weapon shall be between a .22 and .45 caliber's inclusive; revolver, derringer or semi-automatic, and concealable.
- B. The weapon shall be of good quality and workmanship (i.e., Colt, Smith & Wesson, Browning, Sig-Sauer, etc.).
- C. The purchase of the weapon and ammunition shall be the responsibility of the member.
- D. The weapon shall be carried out of sight at all times and in such a manner as to prevent accidental cocking, discharge, or loss of physical control.
- E. It will be the responsibility of the member to submit the weapon to the rangemaster for inspection. The rangemaster shall assure that the member is proficient in handling and firing that weapon(s) and that it will be carried in a safe manner. The weapon shall be subject to inspection whenever deemed necessary. The member will successfully qualify with the weapon once a year on range qualification dates specified by the range staff.
- F. A complete description of the weapon(s) shall be contained on the qualification record approved by the rangemaster.
- G. If any member desires to own more than one weapon utilized while off duty, he/she may do so, as long as the member meets all the requirements set forth in this policy for each weapon used.
- H. Ammunition should be of good quality and manufactured by a departmentally approved company as suggested by the Rangemaster.

### **8.1.060 INITIAL WEAPONS TRAINING**

Eligible sworn personnel requesting permission to carry a departmentally issued weapon shall successfully complete an instructional course approved by the Chief of Police to demonstrate their proficiency in the use and safe handling of the weapon.

Lateral entry sworn officers issued a 9mm duty handgun who have not successfully completed such training shall do so. Police Officer Recruits shall receive instruction and demonstrate proficiency and safe handling with the department issued 9mm handgun during Academy training.

### **8.1.070 DUTY AMMUNITION**

Members shall carry only departmental-authorized ammunition.

### **8.1.080 IMPACT WEAPONS**

The department-issued duty impact weapon is the metal police straight baton. The following impact weapons are approved with evidence of instruction:

- A. Side-handle baton, metal or plastic, including expandables.
- B. Police straight stick, metal, plastic or wood, including expandables.

- C. Ideally a flashlight should not be used as an impact weapon. However, when the use of an impact weapon is appropriate pursuant to Department policy and/or approved training, and is not readily available, an employee may use a flashlight as an impact weapon.

All non-Department issued impact weapons shall be approved by the Chief of Police.

**(Revised Section 8.1.090 10/07)**

**8.1.090 EXTENDED RANGE IMPACT WEAPONS**

A extended range impact weapon is a device designed and/or designated to launch a less lethal specialty impact round. These rounds are designed to incapacitate or disperse an individual(s).

The following weapons are approved for departmental use:

- A. 12-Gauge Shotgun: Remington Model 870 with **ORANGE PAINTED STOCK**.
- B. 37MM: Multi-Role, Multiple projectile launcher.
- C. 37MM: Multi-Role, Single shot projectile launcher.

**(Revised Section 8.1.100 – 07/03)**

**(Revised Section 8.1.100 – 10/07)**

**8.1.100 ADVANCED TASER**

The Taser is a Conducted Energy Weapon, intended to be used for less-lethal applications to overcome resistance and effect arrests of resisting and/or combative suspects while minimizing the risk of injury to officers and the suspect.

The only Taser authorized for use are those issued by the Department.

**(Added Section 8.1.110 – 11/03)**

## **8.2 USE OF FORCE**

## **USE OF FIREARMS**

### **8.2.010 POLICY**

This directive is for internal use only, and does not enlarge the Department's and/or an officer's civil or criminal liability in any way. Violations of this policy can only form the basis for departmental administrative actions.

### **8.2.020 SHOOTING POLICY**

Use of a firearm is justified in the following circumstances:

- A. An officer may use deadly force to protect him/herself or others from what he/she reasonably believes would be an immediate threat of death or critical bodily injury.
- B. An officer may use deadly force to effect the arrest or prevent the escape of a felon where the officer has reasonable cause to believe that the suspect poses a significant threat of death or serious bodily injury to the officer or others.
- C. To stop a dangerous animal.
- D. With the approval of a supervisor, an officer may kill an animal that is so badly injured that human compassion requires its removal from further suffering and where other dispositions are impractical.
- E. For target practice at an approved range.

Generally warning shots are not to be fired.

In all cases where an officer discharges his or her weapon while acting in the line of duty, other than at an approved range, the Administration Division shall conduct an investigation to determine if the shooting was within department policy.

**(Revised Section 8.2.020 – 07/00)**

**(Revised Section 8.2.020 – 10/07)**

### **8.2.025 SHOOTING AT MOVING VEHICLES**

The use of firearms against fleeing or approaching vehicles has proven to be generally ineffective and inherently dangerous. Department members shall not fire at a moving vehicle, whether to disable the vehicle or to stop the suspect, unless they have probable cause to believe that the suspect represents an immediate threat of death or serious physical injury to the Officers or other person(s). Members shall take into account the location, vehicular and pedestrian traffic and any hazard to innocent persons before firing at a moving vehicle. Department members shall not place themselves or remain in the path of a moving vehicle.

**(Revised Section 8.2.025 – 09/02)**

### **8.2.030 GENERAL OPERATIONS**

- A. Members shall not unnecessarily display or handle any firearm.
- B. Members shall be governed by all rules and regulations pertaining to the use of the police range, and shall obey all orders issued by the rangemaster. Members shall not "dry fire" or practice "quick draws" except under rangemaster supervision.
- C. Any member who discharges their weapon accidentally or intentionally while performing any police function except training shall make a verbal report to the on

duty supervisor as soon as circumstances permit, and shall file a written report, if directed to, with their Division Captain as soon as practical, prior to the end of their tour of duty.

- D. Members shall not clean, repair, load or unload a firearm anywhere in the department, except where sand barrels are present.  
Shotguns or rifles removed from vehicles or the temporary arms locker shall be loaded and unloaded in the unit parking lot.
- E. Members shall not place or store any firearm or other weapon in department premises except when the place of storage is locked. No one shall carry firearms into the jail section or any part thereof when securing or processing a prisoner, but shall place all firearms in the arms locker. It shall be the responsibility of the releasing member to make sure that persons from outside agencies do not enter the jail section with their firearm.
- F. Members shall not use any automatic weapon, heavy caliber rifles, gas or other types of chemical weapon (from the armory), except with approval of a supervisor.

### **8.2.040 RANGE ASSIGNMENTS/QUALIFICATIONS**

- A. All sworn personnel are encouraged to attend a variety of ranges throughout the year to enhance their shooting effectiveness. The following schedule reflects the minimum number of monthly qualifications that are required per year:

Command Officers	4 qualifications
Lieutenants	4 qualifications
All other sworn officers	4 mandatory and 2 selective qualifications, 6 total.

Command Officers are defined as Captains and the Chief of Police.

If any officer is unable to meet this standard for any reason, including injury, illness, duty status, or scheduling conflict, that officer is responsible for receiving written permission from his/her division commander prior to the end of the required shooting period.

Members who repeatedly fail to qualify will be relieved from field assignment and appropriate disciplinary action will follow.

- B. The range master will maintain a roster of all members attending the range, and will submit the roster to the training coordinator after each range date.
- C. Sworn members who fail to qualify on their first shooting attempt shall be provided remedial training until proficiency is demonstrated.
  - 1. Additional range assignments may be required until consistent weapon proficiency is demonstrated.
  - 2. Members shall be given credit for a range qualification after remedial training and a qualifying score is obtained.
    - a. No range credit will be given for the following:
      - Unauthorized range make-up.
      - Failure to qualify after remedial training.

**(Revised Section 8.2.040 – 01/01)**

### **8.2.050 RANGE OPERATION**

The range will be under the exclusive control of the rangemaster who is on site. All members attending will follow the directions of the rangemaster.

### **8.2.060 RANGE CLOSURE**

The range shall remain operational and accessible to department members for the entire time allocations as established by the Range Sergeant.

### **8.2.070 RANGE MAKE-UP**

A. Monthly ranges may be made-up under the following conditions:

1. The make-up shall be for the previous month only.
2. There was a compelling reason for missing the previous month's range.

Note: The make-up is allowed even though it is of a type different from the one missed.

Mandatory ranges cannot be made up without permission of the Division Commander.

B. Make-up Procedure

1. The member desiring a make-up shall first notify their supervisor, then seek written approval from the Range Sergeant prior to the next range.
2. The written approval shall be presented to the rangemaster on the range date.
3. The rangemaster will determine how the range will be made-up and the order of qualification.
4. The approval slip shall be maintained in the range file attached to the section denoting the make-up range.

### **8.2.080 STORAGE OF FIREARMS AT HOME**

- A. Members shall ensure that all firearms and ammunition are locked and secured while in their homes in a manner that will keep them inaccessible from children and irresponsible adults.
- B. Members shall be aware that negligent storage of a firearm could also result in criminal prosecution under California Penal Code § 12035.

### **8.2.090 DEPLOYMENT OF EXTENDED RANGE IMPACT WEAPONS**

Although classified as less lethal weapons, the potential exists for these devices to inflict serious injuries and/or death. Due to this potential, these devices shall be deployed only under the following guidelines:

- A. Deployment is authorized in cases where circumstances allowing its use would provide an additional reasonable option in the use of force.
- B. These weapons are to be utilized only by predesignated and trained personnel.
- C. Only department-authorized and provided ammunition shall be used.
- D. These weapons shall be the only weapons deployed with less lethal ammunition. The bearer shall ensure that only less lethal ammunition is utilized. The shotgun shall be carried empty, locked in the unit trunk rack, with six white less lethal rounds

in the weapon's side saddle. The weapon shall remain in the trunk at the end of the shift. An officer driving a unit without a trunk rack will check out a less lethal weapon from the armory, place it in a soft case, and carry it in the trunk. At the end of the shift, the officer will return the weapon to the armory.

- E. Notification of the use of these weapons shall fall within the guidelines for reporting the use of force as established in the Police Manual.

**(Revised Section 8.2.090 – 07/03)**

**(Revised Section 8.2.090 – 10/07)**

### **8.2.100 DEPLOYMENT OF THE TASER**

Only trained personnel shall deploy the authorized Taser. Officers deploying the Taser may carry the weapon in a carrying case in their patrol unit or in a department-approved holster. If the Taser is carried in a holster, the holster **must** be worn on the officer's non-gun side to assist the officer with proper weapon system identification.

The Taser may be deployed in the following circumstances as outlined in **8.0.040**.

- A. In self-defense or in the defense of another person, or
- B. To prevent the commission of a public offense, or
- C. To effect a lawful arrest, or
- D. To overcome active resistance. The Taser should not normally be used against passive resistance or handcuffed subjects unless there is an immediate threat to the officer, suspect, bystander, or other exigent circumstances exist.
- E. To prevent escape, or
- F. To protect a person from injuring him/herself.

The Taser shall not be used as a form of punishment or to unnecessarily inflict pain.

For the purposes of this section, the following definitions apply:

- "Active Resistance" refers to forceful activity, strength, or energy exerted against an officer to prevent an officer from completing his/her lawful duties.  
Examples of active resistance can include the suspect assuming an aggressive posture or stance, running away to avoid arrest or escape, flailing arms, or pulling away to resist an officer's handcuffing/control efforts. This category also includes high-risk/assaultive situations where the likelihood of the officer (or citizen) to be injured is obvious because of the suspect's assaultive behavior or other significant potential actions.
- "Passive Resistance" refers to activity, strength, or energy exerted to prevent an officer from completing his/her lawful duties, yet the suspect is not "attacking" (assaulting or battering) the officer. Examples of passive resistance can include stubbornness, non-compliance with an officer's orders or requests, or protestors locking their arms to prevent handcuffing.

Officers are entrusted with using well-reasoned discretion in determining the appropriate use of force in each incident and shall use only the amount of force which appears reasonably necessary, given the facts and the circumstances perceived by that officer at the time of the event, to effectively bring an incident under control.

**Revised Section 8.2.100 – 10/07)**

**8.2.110        *REPORTING USE***

Notification, use, and reporting of the use of the Taser shall fall within the Department's Use of Force Policy as established in **8.0.010 thru 8.0.170** of the Police Manual.

Jailers shall check the prisoner(s) who has been subject to the "Taser" every 15 minutes.

**8.2.120 *MEDICAL TREATMENT – TASER***

If the probes of the Taser penetrate the skin of the subject, only paramedics or medical professionals shall remove them, unless the immediate removal is *absolutely* necessary due to extreme physical distress or some other emergency circumstance.

If the probes of the Taser do not penetrate the skin of the subject, no medical attention should be necessary. If there is any indication the person subjected to the Taser may have been injured or is otherwise in physical distress, they shall be transported to a medical facility for examination by medical professionals prior to booking.

(Added Sections 8.2.100 – 8.2.120 – 11/03)

## **8.3 USE OF FORCE**

## **CHEMICAL AGENTS - SWORN**

### **8.3.010 CHEMICAL AGENTS**

Chemical agents are a weapon used to minimize the potential for injury to officers, citizens or offenders. They should be used only in situations where force is justified and necessary.

### **8.3.020 POLICY**

- A. This Department authorizes use of four types of tear gas;
  - 1. "Chloroacetophenone," referred to as "CN"
  - 2. "Phenylchloromethylketone," referred to as "CN"
  - 3. "Orthochlorobenzalmalononitrile," referred to as "CS"
  - 4. "Oleoresin capsicum, 10%" referred to as "Pepper Spray"
- B. These agents are available in two forms:
  - 1. Liquid (issued in black, spray-type containers).
  - 2. Crystalline (issued by this Department in grenades and/or projectiles).

### **8.3.030 PROCEDURES**

- A. Liquid agents may be used by any sworn member of the Department who has met the requirements of California Penal Code § 12403.
- B. Crystalline agents should be used only by sworn members who have been trained in their use and only when authorized by a Sergeant or higher authority.
- C. Persons in custody who have been affected by the use of chemical agents shall be afforded the opportunity to cleanse the affected areas. Those persons in custody who complain of further severe effects shall be afforded a medical examination by competent medical personnel.
- D. When a member of this Department uses a chemical agent, he/she shall notify a supervisor as soon as practicable. He/she shall include in the crime report detailed documentation of the use of the chemical agent including:
  - 1. Name(s), address(s), case number and other relevant data identifying the subject(s) known to have been affected by the agent.
  - 2. A statement clearly reflecting the reason for the agent's use.
  - 3. A statement clearly reflecting the effect of the agent on the subject(s) involved.

If a crime report is not filed, the documentation shall be placed in an interoffice memorandum directed to the office of the Chief of Police.



## **8.4 USE OF FORCE**

## **CHEMICAL AGENTS - SUPPORT PERSONNEL**

### **8.4.010PURPOSE**

To establish policy and procedures for use of Oleoresin Capsicum ("pepper spray") by support personnel.

### **8.4.020POLICY**

Oleoresin Capsicum is a defensive weapon used to minimize the potential for injury to police personnel, citizens or offenders. It should be used only as a response weapon when the employee is in fear of an immediate and present threat of physical harm. This Department authorizes only Oleoresin Capsicum (pepper spray) for use by support personnel.

### **8.4.030PROCEDURE**

- A. At the discretion of each Division Commander, the Department will provide and authorize the use of Oleoresin Capsicum spray for support personnel of the Department whose duties include regular field assignments.
- B. Those employees who are authorized must meet the requirements specifies in California Penal Code § 12403.7.
- C. Persons in custody who have been affected by the use of Oleoresin Capsicum shall be afforded the opportunity to cleanse the affected areas. Those persons in custody who complain of further severe effects shall be afforded a medical examination by competent medical personnel.
- D. When a member of this Department uses Oleoresin Capsicum he/she shall notify a supervisor as soon as practicable. He/she shall include in the crime report detailed documentation of the use of the chemical agent including:
  1. Name(s), address(s), case number and other relevant data identifying the subject(s) known to have been affected by the agent.
  2. A statement clearly reflecting the reason for the agent's use.
  3. A statement clearly reflecting the effect of the agent on the subject(s) involved.

If a crime report is not filed, the documentation shall be placed in an inter-office memorandum directed to the Administrative Captain via chain of command.

## **8.5 USE OF FORCE**

## **MP5 SUBMACHINE GUN**

### **8.5.010POLICY**

It is the policy of the Downey Police Department that officers shall have access to the MP5 in the field during the performance of their law enforcement duties and that they may deploy the weapon when the situation requires it. This weapon is meant to augment the patrol shotgun, not replace it.

### **8.5.020DEPLOYMENT**

Officers deploying the MP5 may do so only after satisfactorily completing the Department-mandated training program.

Weapons assigned to patrol will have maximum three-round burst trigger groups unless otherwise authorized by the Division Commander.

As a general rule the MP5 shall not be removed from the vehicle or deployed unless there is sufficient justification.

**(Revised Section 8.5.020 – 10/07)**

### **8.5.030TRAINING**

The training will be conducted by a Department rangemaster trained in instruction of the MP5, and will involve both classroom and live fire training. The training will include, but is not limited to, disassembly, assembly, maintenance, basic marksmanship, tactical marksmanship, liability, and a policy review.

### **8.5.040PROFICIENCY**

Each person authorized to deploy the MP5 will demonstrate his/her proficiency with the MP5 to a Department rangemaster on a quarterly basis. Personnel authorized to carry the weapon who fail to qualify within any three-month quarter, **shall not carry the weapon until he/she qualifies.**

Personnel who fail to qualify within any three-month quarter shall submit a memo to their Division Commander notifying him/her of the officer's failure to qualify with the weapon during that quarter. Re-qualifications may only be authorized by that officer's Division Commander. Personnel who fail to qualify for two consecutive quarters will be suspended from carrying the weapon for a length of time to be determined by the Administrative Division Commander.

**(Revised Section 8.5.040 – 07/03)**

### **8.5.050AMMUNITION**

All ammunition used in the MP5 will be provided by the Department. Only Department authorized ammunition will be used in the MP5.

All use of the MP5 shall conform to the guidelines of the Departmental shooting policy.

## **8.6 USE OF FORCE**

## **HOBBLE RESTRAINT**

### **8.6.010POLICY**

When an officer deems it reasonable to restrain the legs of a violent or potentially violent person during the course of detention, arrest and/or transportation, only the department-approved restraint device will be used, and only in the manner approved for such temporary immobilization of the legs.

### **8.6.020PROCEDURE**

In determining whether to use the hobble restraint, officers should consider the following:

- A. Is the officer and/or others subject to harm due to the assaultive behavior of a violent, resisting and/or attacking suspect;
- B. Is it reasonable to protect the suspect from his or her own actions which would place him or her in danger, i.e., hitting his or her head against the interior of the patrol unit, running away from the arresting officer while handcuffed, kicking at objects or officers.

While the use of the hobble restraint is considered non-lethal, improper use of the hobble restraint has been cited as a contributing factor in the deaths of some people. For this reason, the following guidelines shall be used when a hobble restraint device is utilized to secure an arrestee's legs to the chain of his/her handcuffs:

- A. The suspect shall not be left on his/her stomach as this reduces the free flow of air to the lungs.
- B. The suspect should be constantly watched by an officer while in the restraint. The officer is to ensure the suspect does not roll onto his/her stomach.
- C. The officer shall look for signs of labored breathing.
- D. The suspect shall be taken to a medical facility where a pre-booking examination can be conducted, prior to acceptance for booking. When the suspect cannot be transported in a seated position he shall be taken by ambulance/paramedic unit.
- E. When taken by ambulance/paramedic unit, the suspect shall be accompanied by a sworn officer.
- F. Whenever a suspect is "hobbled" it shall be documented in the report or by memo as outlined in § 8.0.090 and 8.0.100 of this manual.

### **8.6.030AUTHORIZED RESTRAINT**

The RIPP HOBBLE manufactured by RIPP Restraints, Inc, Orange City, Florida is the only authorized restraint.

## **8.7 USE OF FORCE**

## **COLT AR-15A2**

### **8.7.010POLICY**

It is the policy of the Downey Police Department that officers shall have access to the AR-15A2 in the field during the performance of their law enforcement duties and that they may deploy the weapon when the situation requires it.

### **8.7.020DEPLOYMENT**

Officers deploying the AR-15A2 may do so only after satisfactorily completing the Department-mandated training program, absent exigent circumstances.

Weapons assigned to patrol shall be semi-automatic.

As a general rule the AR-15A2 shall not be removed from the vehicle or deployed unless there is sufficient justification.

**(Revised Section 8.7.020 – 10/07)**

### **8.7.030TRAINING**

The training will be conducted by a Department rangemaster trained in instruction of the AR-15A2, and will involve both classroom and live fire training. The training will include, but is not limited to, disassembly, assembly, maintenance, basic marksmanship, tactical marksmanship, liability, and a policy review.

### **8.7.040PROFICIENCY**

Each person authorized to deploy the AR-15A2 will demonstrate his/her proficiency with the AR-15A2 to a Department rangemaster on a quarterly basis. Personnel authorized to carry the weapon who fail to qualify within any three-month quarter, **shall not carry the weapon until he/she qualifies.**

Personnel who fail to qualify within any three-month quarter shall submit a memo to their Division Commander notifying him/her of the officer's failure to qualify with the weapon during that quarter. Re-qualifications may only be authorized by that officer's Division Commander. Personnel who fail to qualify for two consecutive quarters will be suspended from carrying the weapon for a length of time to be determined by the Administrative Division Commander.

**(Revised Section 8.7.040 – 07/03)**

### **8.7.050AMMUNITION**

All ammunition used in the AR-15A2 will be provided by the Department. Only Department-authorized ammunition will be used in the AR-15A2.

All use of the AR-15A2 shall conform to the guidelines of the Departmental shooting policy.

## STANDARDIZED EVALUATION GUIDELINES

### DAILY/WEEKLY RATING

The daily/weekly rating completed by the FTO at the end of each day, provides the essential documentation to ensure that relative progress is being made by the trainee officer. Observations made by the FTO are entered on the daily/weekly rating along with the appropriate rating number, which is taken from our seven-point scale. The rating scale and form can be found in Section IV. Please note that a rating score of (3) or less is considered **Not Acceptable**. That is, prior to successfully completing the training program, the trainee must consistently perform at a level of (4) or above.

Acceptability or non-acceptability by “FTO Program standards” is evaluated on the basis of observed behavior and demonstrated skills necessary to satisfactorily perform the duties and functions of a competent police officer within the City of Downey. For the purposes of rating, a “Satisfactory competent police officer” would be an officer who, after completion of a basic academy and the field training process, could work a patrol area in the City safely and skillfully alone.

The daily evaluation form is divided into (6) categories.

- ◆ Critical performance tasks
- ◆ Frequent performance tasks
- ◆ Knowledge
- ◆ Attitude
- ◆ Relationships
- ◆ Appearance

These categories are divided into (31) performance objectives.

## **CRITICAL PERFORMANCE TASKS**

### **(1) DRIVING SKILL MODERATE AND STRESS CONDITIONS**

- #1. **Unacceptable** Involved in preventable traffic collision(s). Unnecessary Code 3. Overuses red lights and siren. Excessive speed. Fails to slow for intersections or loses control on corners.
- #4. **Acceptable**: Maintains control of vehicle. Evaluates driving situations and reacts properly (e.g., proper speed for conditions).
- #7. **Superior**: High degree of reflex ability and competence in driving skills.

### **(2) USE OF MAP BOOK: ORIENTATION SKILL/STRESS CONDITIONS**

- #1. **Unacceptable**: Unaware of his/her location while on patrol. Does not understand proper use of map book. Unable to relate location to destination. Not familiar with area and Beat boundaries.
- #4. **Acceptable**: Reasonable knowledge of location in most situations. Can quickly use map book to find streets and then apply orientation skills to get there.
- #7. **Superior**: Retains prior information and is able to get to destination by shortest route.

### **(3) FIELD PERFORMANCE (STRESS SITUATIONS)**

- #1. **Unacceptable**: Becomes emotional and panic stricken. Unable to function, loses temper.
- #4. **Acceptable**: Exhibits calm and controlled attitude. Does not allow situation to further deteriorate.
- #7. **Superior**: Maintains control. Brings order under any circumstances without assistance.

**(4) OTHER SAFETY - GENERAL**

- #1. **Unacceptable**: Frequently fails to exercise officer safety, e.g.
- a) Exposes weapons to suspects (baton, mace, handgun, etc.)
  - b) Stands directly in front of violator's car door.
  - c) Fails to keep gun hand free during enforcement situations.
  - d) Fails to control suspect's movements.
  - e) Fails to maintain sight of violator while writing citation.
  - f) Fail to use illumination when necessary.
  - g) Fails to advise radio when leaving a vehicle.
  - h) Fails to maintain good physical condition.
  - i) Fails to utilize or maintain personal safety equipment properly.
  - j) Fails to foresee potentially dangerous situations.
  - k) Points gun at other officers.
  - l) Stands too close to vehicular traffic.
  - m) Stands in front of door when knocking.
  - n) Fails to have weapon ready when appropriate.
  - o) Fails to cover other officers.
  - p) Fails to search police vehicle prior to duty or after transporting.
  - q) Fails to check equipment.
- #4. **Acceptable**: Understands principles of officer safety and generally applies same.
- #7: **Superior**: Always keeps in a safe position. Always watchful on his approach to a call and able to do the same for his partner. Does not become paranoid or overconfident.

(5) **OFFICER SAFETY: PRISONERS AND SUSPICIOUS PERSONS**

- #1. **Unacceptable:** Frequently violates officer safety standards. Fails to properly plan handling of call and coordinate with fellow officers. Such as, fails to “pat search” or confronts suspicious persons while seated in police vehicle, fails to handcuff potentially hazardous prisoners or felons, and fails to thoroughly search prisoners or their vehicles. Fails to maintain position of advantage with prisoners to prevent attack or escape.
- #4. **Acceptable:** Generally displays awareness of potential danger from suspects and prisoners. Maintains position of advantage.
- #7. **Superior:** Always maintains position of advantage and is alert to changing conditions.

(6) **CONTROL OF CONFLICT: VOICE COMMAND**

- #1. **Unacceptable:** Improper voice inflection, too soft, too loud, confused voice command. Indecisive, poor officer bearing.
- #4. **Acceptable:** Speaks with authority in a calm, clear voice.
- #7. **Superior:** Always gives appearance of complete command through voice tone and bearing.

(7) **CONTROL OF CONFLICT: PHYSICAL SKILL**

- #1. **Unacceptable:** Cowardly, physically weak or uses too little or too much force for given situation. Unable to use proper restraint.
- #4. **Acceptable:** Maintains control without excessive force. Good physical condition.
- #7. **Superior:** Excellent knowledge and ability to use restraining holds. Prepared to use reasonable force when necessary. Above average physical conditioning.



## **FREQUENT PERFORMANCE TASKS**

### **(8) DRIVING SKILL: NORMAL CONDITIONS**

- #1: **Unacceptable:** Violates Vehicle Code. Involved in chargeable accident. Lacks dexterity and coordination during vehicle operation.
- #4. **Acceptable:** Ability to maintain control of vehicle while being alert to activity outside of vehicle. Practices good defensive driving techniques.
- #7. **Superior:** Sets good example of lawful, courteous driving while exhibiting good manipulative skill required of a patrol officer (e.g., operate radio, utilize field notebook, etc.).

### **(9) ORIENTATION SKILL: NON-STRESS CONDITIONS**

- #1: **Unacceptable:** Unaware of his/her location while on patrol. Does not understand proper use of map book. Unable to relate location to destination. Not familiar with Beat boundaries.
- #4: **Acceptable:** Reasonable knowledge of location in most situations. Can quickly use map book to find streets and then apply orientation skills to get there.
- #7: **Superior:** Retains prior information and is able to get to destination by shortest route.

### **(10) PROPER FORM SELECTION: ACCURACY/COMPLETENESS**

- #1. **Unacceptable:** Unable to determine proper form for given situations. Forms incomplete.
- #4. **Acceptable:** Knows most standard forms and understands format. Completes forms with reasonable accuracy and thoroughness.
- #7. **Superior:** Consistently and rapidly completes detailed forms with no assistance. High degree of accuracy.

**(11) REPORT WRITING/DICTATION: ORGANIZATION/DETAILS**

- #1. **Unacceptable**: Incapable of effectively organizing events into written/verbal form.
- #4. **Acceptable**: Converts field situations into a logical sequence of thought to include all elements of the situation.
- #7. **Superior**: A complete and detailed account of what occurred from beginning to end, written or dictated, organized so as to allow any reader to sufficiently comprehend the occurrence.

**(12) REPORT WRITING: LEVEL OF USAGE/GRAMMAR/SPELLING/NEATNESS**

- #1. **Unacceptable**: Illegible. Misspelled words. Incomplete sentence structure.
- #4. **Acceptable**: Good grammar and spelling. Errors are rare and do not impair understanding.
- #7. **Superior**: Very neat and legible. No spelling mistakes. Excellent grammar.

**(13) REPORT WRITING: APPROPRIATE TIME USED**

- #1. **Unacceptable**: Requires excessive time to complete basic reports.
- #4. **Acceptable**: Completes basic reports in reasonable amount of time.
- #7. **Superior**: Completes basic reports taking no more time than that of a skilled officer. Varies with the type of report and the complexity of the incident.

**(14) FIELD PERFORMANCE (NON-STRESS CONDITIONS)**

- #1. **Unacceptable**: Seemingly confused and disoriented as to what action should be taken in a given situation.
- #4. **Acceptable**: Able to assess situation and take proper action.
- #7. **Superior**: Requires no assistance and always takes proper course of action.

**(15) SELF-INITIATED FIELD ACTIVITY**

- #1. **Unacceptable**: Avoids or does not see activity. Fails to adequately follow-up on situations. Rationalizes suspicious circumstances.
- #4. **Acceptable**: Recognizes suspicious circumstances, suspects, and criminal activity. Takes action based on observations.
- #7. **Superior**: Catalogs, maintains and uses information given at briefings and from crime bulletins for reasonable cause to stop vehicles and persons. Makes subsequent good quality arrests.

**(16) USE OF COMMON SENSE AND GOOD JUDGMENT**

- #1. **Unacceptable**: Acts without thought. Indecisive. Naïve.
- #4. **Acceptable**: Able to reasonably deal with a problem and apply training knowledge. Good perception and ability to make independent decisions.
- 7. **Superior**: Excellent perception in foreseeing problems and arriving at advanced solutions.

**(17) RADIO: APPROPRIATE USE OF CODES**

- #1. **Unacceptable**: Misinterprets Radio Code definitions. Fails to use radio codes in accordance with set policy. Fails or refuses to improve.
- #4. **Acceptable**: Has good working knowledge of majority of Radio Code definitions.
- #7. **Superior**: Effectively uses Radio Code with ease in all receiving and sending situations.

**(18) RADIO: LISTENS AND COMPREHENDS TRANSMISSION**

- #1: **Unacceptable**: Repeatedly misses individual call number. Is unaware of traffic in adjoining areas. Frequently has to ask dispatcher to repeat transmission.
- #4. **Acceptable**: Copies radio transmissions directed to him/her and is generally aware of adjoining area traffic.
- #7. **Superior**: Always comprehends radio transmissions and quickly makes a written record, always aware of, and quickly reacting to, traffic in adjoining areas.

**(19) RADIO: ARTICULATION OF TRANSMISSION**

- #1. **Unacceptable**: Does not preplan before transmitting message. Under- or over-modulation.
- #4. **Acceptable**: Uses proper procedure with short concise transmissions.
- #7. **Superior**: Always uses proper procedure with clear, calm voice, even under stress situations.

**KNOWLEDGE**

**(20) KNOWLEDGE OF DEPARTMENT POLICIES AND PROCEDURES**

- #1. **Unacceptable**: Has insufficient knowledge of department policies and procedures.
- #4. **Acceptable**: Familiar with commonly applied departmental policies and procedures.
- #7. **Superior**: Exceptional working knowledge of department policies and procedures.

**(21) KNOWLEDGE OF PENAL CODE**

- #1. **Unacceptable**: Does not know elements of basic sections.
- #4. **Acceptable**: Good working knowledge of commonly used sections. Relates elements to observed criminal activity.
- #7. **Superior**: Outstanding knowledge of Penal Code. Applies knowledge to both commonly encountered and unusual criminal activity.

**(22) KNOWLEDGE OF VEHICLE CODE**

- #1: **Unacceptable**: Does not know elements of basic sections.
- #4: **Acceptable**: Working knowledge of commonly used sections. Relates elements to observed traffic related activity.
- #7: **Superior**: Outstanding knowledge of the vehicle code. Applies knowledge to both commonly and unusual traffic related situations.

**(23) KNOWLEDGE REFLECTED IN VERBAL OR WRITTEN TESTS**

- #1. **Unacceptable**: Unable to sufficiently answer F.T.O.'s questions.
- #4. **Acceptable**: Sufficiently answers F.T.O.'s questions.
- #7. **Superior**: Promptly and thoroughly answers all of F.T.O.'s questions.

**(24) KNOWLEDGE REFLECTED IN FIELD-PERFORMANCE TESTS**

- #1. **Unacceptable**: Unable to sufficiently apply training to knowledge.
- #4. **Acceptable**: Sufficiently able to apply knowledge.
- #7. **Superior**: Promptly and thoroughly applies knowledge.

## **ATTITUDE**

### **(25) ACCEPTANCE OF FEEDBACK: VERBAL BEHAVIOR**

- #1. **Unacceptable**: Rationalizes. Argumentative. Considers criticism as negative.
- #4. **Acceptable**: Accepts criticism in positive manner and applies it to further learning process.
- #7. **Superior**: Solicits criticism in order to improve performance. Never argues or blames others.

### **(26) ATTITUDE TOWARD POLICE WORK**

- #1. **Unacceptable**: Takes police work as only a job; not dedicated. Fails to use authority in a common sense manner.
- #4. **Acceptable**: Expresses active interest toward the job. Appropriately uses authority.
- #7. **Superior**: Utilizes time to further professional knowledge. Maintains high ideals and application toward professional responsibilities.

## **RELATIONSHIPS**

### **(27) WITH CITIZENS: GENERAL**

- #1. **Unacceptable**: Overbearing. Inconsiderate. Uncommunicative.
- #4. **Acceptable**: Courteous, friendly and empathetic. Communicates in a professional and unbiased manner.
- #7. **Superior**: Establishes rapport and is always objective. Appears to be at ease in any person-to-person situation.

**(28) WITH FIELD TRAINING OFFICER/SERGEANT/LIEUTENANT**

- #1. **Unacceptable**: Rationalization of mistakes. Resists instruction Patronizing. Disrespectful.
- #4. **Acceptable**: Asks pertinent questions and is objective in desire to learn. Accepts suggestions for improvement.
- #7. **Superior**: Understands and maintains excellent student-teacher relationship.

**(29) WITH OTHER OFFICER/RECRUITS**

- #1. **Unacceptable**: Relates poorly to other recruits or officers. Gossips. Does not interact with other officers.
- #4. **Acceptable**: Good peer relationships. Accepted as a team player.
- #7. **Superior**: Peer group leader. Actively assists recruits and others.

**(30) WITH MINORITIES**

- #1. **Unacceptable**: Displays evidence of prejudice, bias or pity.
- #4. **Acceptable**: Appears open to diversity.
- #7. **Superior**: Understands cultural differences and effects on relations.

## **APPEARANCE**

### **(31) GENERAL APPEARANCE**

- #1. **Unacceptable**: Overweight. Dirty shoes and uniform. Poor grooming.
- #4. **Acceptable**: Neat, clean uniform. Well-groomed.
- #7. **Superior**: Well tailored, clean uniform. Impeccable grooming. Command bearing.

In addition to specific narrative comments for behaviors rated as either (2) or less, or (6) or more, the FTO is required to select that particular performance which he/she thinks best describes the “most acceptable” and the “least acceptable” performances of the Probationary Officer for the rating period.

The FTO shall have the option of making any additional comments he/she feels would aid in the evaluation of the Probationary Officer. All ratings will be signed by both the FTO and the Probationary Officer.

Specific comments are required when the rater checks the NRT (Non Response to Training) column of the Evaluation Form. The column is used to reflect performance deficiencies that continue to occur after training.

Each of the thirty-one (31) categories must be addressed daily and marked with a numerical rating, (NRT) “Not Responding to Training,” or (NO) “Not Observed.” When a point value on the seven-point scale has been decided on by the FTO, it should be circled. The daily observation report form is then presented to the trainee who writes the numbers circled by the FTO into the appropriate boxes at the far left-hand margin of the form. This process further ensures that the Probationary Officer being rated knows where he/she stands at any given time in a given category of performance.



**PHASE – 1**

**TRAINING WEEKS**

**1 – 4**

**PHASE – 2**

**TRAINING WEEKS**

**5 - 7**

**PHASE – 3**

**TRAINING WEEKS**

**8 – 10**

**PHASE – 4**

**TRAINING WEEKS**

**11 – 13**

**PHASE – 5**

**TRAINING WEEKS**

**14 – 15**

**PHASE – 6**

**TRAINING WEEKS**

**16 – 18**

**PHASE – 7**

**TRAINING WEEK**

**19-22**

**WEEKS 1 - 4**

MARK THE APPROPRIATE FORM OF TRAINING GIVEN IN THE COLUMNS TO THE RIGHT BY PLACING A "CHECK MARK" IN THE SPACE PROVIDED.

	TRAINER (FTO) ID NO. & DATE	INSTRUCTION ADMINISTERED USING:				TRAINEE ID NO. & DATE
		VERBAL	WRITTEN	FIELD - PERFORMANCE	SCENARIO OR ROLE PLAYING	
<b>CONTROL OF MENTALL ILL- ADULT AND JUVENILE</b>	F.T.O.	V	W	F/P	S/R	TRAINEE
How to identify indicators of mental illness						
Autism spectrum disorder						
Genetic disorders, including Down syndrome						
Alternatives to the use of force						
Perspective of individuals and/or families						
Conflict resolution and de-escalation techniques						
Involuntary holds						
Community and state resources						





## REPORTS

TRAINEE: \_\_\_\_\_

In this section the recruit will record the DR# of an actual incident he/she handled in the appropriate category. It is possible that a recruit may not handle a particular crime, such as a 187PC, during their training period. The FTO may retrieve a 187PC report from Records, and discuss it with the recruit. The DR# will be entered in the appropriate category, and the word "MOCK" should be written above the DR#. Another method would be to have a "MOCK" situation, and the FTO would discuss the appropriate report. With this method, simply write the word "MOCK" where the DR# would normally be entered. In addition to recording DR'S for reports completed by trainees FTO'S shall correct and retain in the training manual all original reports that require rewriting.

### PENAL CODES

148A	DR #	DR#	DR#
148.1(A)	DR#	DR#	DR#
148.9(A)	DR#	DR#	DR#
166.4	DR#	DR#	DR#
187	DR#	DR#	DR#
207	DR#	DR#	DR#
211	DR#	DR#	DR#
240	DR#	DR#	DR#
242	DR#	DR#	DR#
243(A)	DR#	DR#	DR#
245	DR#	DR#	DR#
246	DR#	DR#	DR#
261	DR#	DR#	DR#
273(A)1	DR#	DR#	DR#
273D	DR#	DR#	DR#
273.5(A)	DR#	DR#	DR#
288(A)	DR#	DR#	DR#
314.1	DR#	DR#	DR#
415	DR#	DR#	DR#
417	DR#	DR#	DR#
459 COMM	DR#	DR#	DR#
459 RES	DR#	DR#	DR#
484	DR#	DR#	DR#
537(A)1	DR#	DR#	DR#
594	DR#	DR#	DR#
537(E)(A)	DR#	DR#	DR#
647F	DR#	DR#	DR#

## REPORTS

### HEALTH AND SAFETY CODES

11350	DR#	DR#	DR#
11351	DR#	DR#	DR#
11357B	DR#	DR#	DR#
11377(A)	DR#	DR#	DR#
11550(A)	DR#	DR#	DR#

### MISCELLANEOUS REPORTS

SUPPLEMENTAL	DR#	DR#
INJURY	DR#	DR#
MISSING PERSONS	DR#	DR#
LOST PROPERTY	DR#	DR#
FOUND PROPERTY	DR#	DR#
DEATH	DR#	DR#
MENTAL/5150WIC	DR#	DR#

### VEHICLE CODES

10851	DR#	DR#
22651(O)	DR#	DR#
22651(P)	DR#	DR#
23152	DR#	DR#

### TRAFFIC COLLISION REPORTS

LONG FORM	DR#	DR#
SHORT FORM	DR#	DR#
20002(A)	DR#	DR#
H&R DELAYED	DR#	DR#

## REPORTS

### ADDITIONAL REPORTS

451	DR#	DR#
470	DR#	DR#
496	DR#	DR#
503	DR#	DR#
602(L)	DR#	DR#
647(A)	DR#	DR#
12020	DR#	DR#
12025	DR#	DR#
12031	DR#	DR#
4149 B&P	DR#	DR#
4103 DMC	DR#	DR#
4109.5 DMC	DR#	DR#

**ADDITIONAL REPORTS**

**REPORT  
NAME**

	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#
	DR#	DR#	DR#	DR#



**DOWNEY POLICE DEPARTMENT**  
**FTO COMMITTEE: EXIT INTERVIEW / CRITIQUE**

---

1. What would you do to improve the program?

2. What was the best part of the training?

3. What part of the training program needs improvement?

4. Identify the three training officers who you learned the most from.

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

5. What abilities, methods or techniques did each of these three training officers use which helped you to learn.

6. Did any training officers use methods or techniques which inhibited your training?

**Yes**

**No**

**7. If yes to #6, what were those techniques or methods?**

**8. Were there enough exercises such as tests, role playing, etc.?**

**9. Are there training subjects that should have been covered more thoroughly?**

**10. Are there training subjects which should have had less time and effort devoted to them?**

**11. Does the FTO Manual sufficiently cover the subject matter you expected to learn as a trainee?**

**12. If no to #11, what material needs to be added or corrections need to be made to the manual to further assist you in your training?**

**13. How could the academy better prepare you for your role as a trainee?**



**14. What suggestions do you have for other trainees who are about to enter the training program?**

**15. Is there anything that supervisors on the training committee should be doing which will improve training?**

**16. Please provide any comments, suggestions, or observations about the training program you wish to share?**

---

**Officer / serial #**

# FIELD TRAINING PROGRAM FTO CRITIQUE FORM

In an effort to ensure that each Field Training Officer (FTO) maintains a high level of skill, performance, and interest, this critique form is to be completed by the trainee. The purpose of the form is to provide objective feedback to the FTOs so they can use the information to enhance their teaching/training skills. It is imperative these questions be answered honestly and directly. Field training officers will benefit by knowing the impression they have made on you, their trainee.

Your comment in each category is important. Please take time to provide details about why you rated the FTO as you did. The more information that you can provide, the better the picture we will have of each FTO's level of skill and their continued suitability for the position.

This critique form is confidential and will only be reviewed by field training program administrative personnel. The general content (not your identity) of the feedback will be relayed to the FTOs to assist with improving training methods.

---

This critique is for FTO: \_\_\_\_\_ Phase: \_\_\_\_\_

1. The Field Training Program's emphasis is on both training **and** evaluation. Assign percentages (to total 100%) to the amount of effort your FTO exerted in each area. (Example: Training 50% - Evaluation 50%; Training 70% - Evaluation 30%; etc.)

Training \_\_\_\_\_%      Evaluation \_\_\_\_\_%

2. Using percentages, indicate how you perceived your FTO related to you.

I am one of a number of recruits \_\_\_\_\_%      I am an individual \_\_\_\_\_%

**Circle the response below that best answers the question or comment.**

3. What type of role model was the FTO for you?

POOR                  FAIR                  AVERAGE                  GOOD                  EXCELLENT

4. Was the FTO attentive to your needs, problems, or concerns?

POOR                  FAIR                  AVERAGE                  GOOD                  EXCELLENT

5. Rate the FTO's knowledge of the training material covered.

POOR                  FAIR                  AVERAGE                  GOOD                  EXCELLENT

6. How would you describe the FTO's skill as a trainer and his/her training methods such as handouts, visual aids, scenarios, role-plays, etc?

POOR                  FAIR                  AVERAGE                  GOOD                  EXCELLENT

7. Rate the FTO's ability to communicate with you.

POOR FAIR AVERAGE GOOD EXCELLENT

8. Rate the FTO's honesty, fairness, and objectivity in rating you.

POOR FAIR AVERAGE GOOD EXCELLENT

9. Describe the FTO's method of critiquing your performance, whether verbally or in writing.

TOO NEGATIVE TOO CRITICAL UNFAIR GOOD VERY POSITIVE

10. Did the FTO work with you on areas he/she identified as deficient or where improvement was needed?

NEVER SELDOM OCCASIONALLY USUALLY ALWAYS

11. List the area(s) you consider to be the FTO's greatest strengths (i.e. training skills, officer safety tactics, codes and law knowledge, report writing, etc.).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. List the area(s) in which you feel the FTO needs improvement.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Were there any conflicts with the FTO's training and your academy training? YES\_\_\_ NO\_\_\_  
If there were conflicts/discrepancies, please explain.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Did you experience any discrepancies between FTOs? YES\_\_\_ NO\_\_\_  
If yes, in what context did they occur?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. Please list any additional comments or suggestions here.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Trainee Signature

\_\_\_\_\_  
Date

## **Changes made to FTO manual 12/2013**

Added: Patrol Vehicle Operations Safety to Phase-1 (pg. 67)

Added: Fitness time off for Reserve Officer and volunteers to Phase-1 (pg. 68)

Added: Completion of reports by Reserve Officers to Phase-1 (pg. 69)

Added: 2nd Amendment, Open Carry, and Sovereign Citizens to Phase-1 (pg. 72)  
\*\*\* Reserve Officer content responsibility (pg. 72)

Deleted: GRASP program deleted from community relations in Phase-2 (pg. 73)

Deleted: Duplicate information under Driving/Emergency in Phase-2 (pg. 74)

Added: County Morgue under Death Cases in Phase-2 (pg. 75)

Correction: "Truancy" was changed to 4109.5(a)DMC (pg. 81)

Added: Crowd Control section added to Phase-2 (pg. 83)

Added: Use of Blue Check device added to Phase-3 (pg. 84)

Added: Use of reflective traffic safety vest in Phase-5 (pg. 91)

Added: Leadership added to Phase-7 (pg. 98)

Added: Reserve Officers – General in Phase-7 (pg. 99)

Added: Reserve Officers – Duties in Phase-7 (pg. 99)

Added: Reserve Officers – Firearms in Phase-7 (pg. 100)

Added: Reserve Officers – Uniforms & Equipment (pg. 100)

Table of contents updated.