

<b>JOPLIN POLICE DEPARTMENT</b>	<b>10-01 STANDARD OPERATING GUIDELINE</b>
<b>SUBJECT: Canine Operations</b>	<b>REVIEW DATE: Annually - October</b>
<b>EFFECTIVE DATE: 02/19/2020</b>	<b>ACTION DATE:</b>
<b>AMENDS/SUPERSEDES: 09/01/2017</b>	<b>AMEND DATE: 02/19/2020</b>
<b>ACCREDITATION INDEX: 41.1.4 a, b, c, d, 84.1.4, 1.3.5</b>	<b>APPROVED:</b>  <b>Chief of Police</b>

**I. POLICY**

Because of a superior sense of smell and hearing and potential aggressiveness, the trained law enforcement canine is a valuable supplement to law enforcement manpower. However, utilization of canines requires adherence to procedures that properly control their use of force potential and that channel their specialized capabilities into legally acceptable crime prevention and control activities. (41.1.4 A)

**II. PURPOSE**

The canine program was established to supplement police operations by locating explosives, apprehending criminal offenders and locating illegal narcotics. (41.1.4 A)

**III. DEFINITIONS**

A. Canine Unit Supervisor

The Canine Unit Supervisor, a supervisor appointed by the Chief of Police or his designee, who is responsible for oversight of the entire Canine Program. They provide a conduit of information to the Uniform Operations Commander about program activities. The Canine Unit Supervisor shall review all use of force incidents involving a police service dog.

B. Canine Unit Coordinator

An officer appointed by, the Chief of Police or his designee, who directly coordinates the Joplin Police Department's Canine Program training and maintenance.

C. Canine team

A canine team shall consist of one (1) handler and one (1) dog that have met the minimum training requirements as established by the Chief of Police.

**IV. ADMINISTRATION AND MANAGEMENT**

A. The canine team shall be assigned to the Uniform Operations Bureau unless otherwise notified by the Chief of Police.

- B. The canine unit will be supervised by an officer (the canine unit supervisor) who will be responsible for maintaining and assuring the accuracy and completeness of procurement, health, operational reports and training records relating to the canine operation.
- C. Operational reports will be prepared by the handler in all situations where canine intervention is necessary. The handler before going off duty will complete the operational report. The operational report and copies of all incident/offense and supplemental reports will be submitted to the coordinator for creation of a file for statistical analysis.
- D. The coordinator will research state of the art training procedures for the canine and handler, prepare a scheduled re-training program to be provided at regular intervals, select an approved training site and submit recommendations to the Uniform Operations Commander for approval. (41.1.4 B)
- E. The canine shall be obtained from a kennel or other supplier who has a verifiable record of satisfactory performance in providing dogs and training to other law enforcement agencies.
- F. Any canine that is approved for purchase by the department shall, prior to acceptance, have a certificate or letter of good health issued by a licensed veterinarian authorized to conduct examinations and certify the physical and emotional (temperamental) condition of an animal that is to be utilized in public service as a police working dog.
  - 1. Each canine owned or controlled by the department shall annually receive an examination by a qualified Veterinarian to determine the canine's suitability for retention by the department. A canine may have a fitness for duty examination at any time as determined necessary.
  - 2. The type, quantity of food and feeding schedule shall be provided, and the canine handler shall be responsible for complying with recommendations of the licensed Veterinarian who is approved by the Chief of Police to provide care.
  - 3. Housing/Sanitary requirements, for the canine when off duty, will follow any recommendations made by a licensed veterinarian who is approved to provide care. The Canine Unit Supervisor or Coordinator will randomly inspect the homes where the Canines will be housed.
  - 4. At any time, the canine is kept in a kennel the supervisor shall randomly inspect, or arrange for a veterinarian to routinely inspect its conditions. The kennel will be maintained in a manner that follows established standards for temperature, food, watering and sanitary conditions. This will insure a clean & healthy off duty environment for the canine.
  - 5. No dog that has been trained as a "guard dog", or that displays excessive aggression outside training standards will be acceptable for utilization by this agency.
  - 6. Any dog owned or controlled by the department that exhibits any tendency of loss of control, or when unprovoked, attacks or bites another person or officer, the handler shall report such occurrence to his supervisor/k-9 supervisor immediately.
  - 7. The Unit Supervisor shall be appointed by staff, and shall supervise the canine program. The Unit Supervisor is directly responsible to the Uniform Operations Commander. The Unit Supervisor shall be responsible for, but not limited to, the following:
    - a. Liaison between the department and the vendor kennel;
    - b. Liaison between the Uniform Operations Commander and the canine teams.

- c. Maintain accurate records to document canine unit activities.
- d. Recommend and oversee the procurement of needed equipment and services for the unit.
- e. Be responsible for scheduling all canine related activities.
- f. Ensure the canine teams are scheduled for continuous training to maximize the capabilities of the teams.

**V. OPERATIONAL PROCEDURES - Generally**

- A. The operational procedures are designed as instructions or directions for the establishment and operation of the canine unit and may be subject to change by the Chief of Police.
- B. Any changes of these instructions or directions will be recommended by the supervisor of the canine unit and submitted to the Chief of Police for approval. Upon approval, the Chief of Police will direct that the changes be made in the department policy manual.
- C. Under no circumstances shall a canine handler command the dog to use more force than is necessary to enforce the law, or to protect himself, the dog or other person from the loss of life or the threat of serious physical injury.

**VI. REQUEST FOR CANINE SERVICES (41.1.4 A)**

- A. When on duty any certified law enforcement officer may request the assistance of a canine team. The on-duty supervisor shall determine approval or disapproval of the request.
- B. When the canine team is off duty, their services may be requested by any certified law enforcement officer. The on-duty supervisor or the highest-ranking officer on duty shall determine approval or disapproval of the request at the time of the request.
- C. When on duty or off duty, should assistance be requested by another law enforcement agency, approval shall be given to other jurisdictions upon approval of the Uniform Operations Captain or his or her designee.
  - 1. Canine teams shall not be used outside of Joplin to perform any assignment, which is not consistent with this policy.
  - 2. Upon arrival at the scene, the handler has the ultimate decision as to whether the canine is to be used for a specific assignment. Under no circumstances will a supervisor order a handler to deploy his dog in a manner which the handler feels places a needless risk of danger upon the dog, or that he/she feels is a function that the dog cannot perform.
  - 3. Canine teams shall not be called out while off duty or used outside of Joplin unless authorized by the on-duty supervisor.
- D. All public requests for a canine demonstration shall be approved and scheduled by the Unit Coordinator. Handlers shall not demonstrate any “apprehension” work to the public unless authorized to do so by the Unit Coordinator.
- E. When a canine officer works any extra duty detail that involves the use of his/her canine partner, the canine officer will notify the canine unit coordinator of the date, time and nature of the detail prior to working the detail.

## **VII. TYPES OF APPLICATIONS (41.1.4 A, B) (46.2.5)**

A. Each police dog handler shall be trained in the tactical application of his dog prior to being placed in an operational status. A dog handler will assist in formulating plans of action for effective canine use. Canine use will be based upon the immediate circumstances of a situation. Examples of situations in which canine teams might properly be used are:

1. Building searches
2. Tracking of suspects
3. Clearing open areas
4. Evidence searches
5. Chase and subdue suspects fleeing the scene
6. Crowd control
7. Lost persons
8. Narcotics detection
9. Explosives detection
10. Handler protection

### **B. Building Search**

1. When a suspected burglary has been determined, the officer at the scene may request the use of the canine team.
2. The first officer on the scene will secure the area as quickly as possible, and if necessary, request additional units to assist in securing the area. The purpose of securing the area is to prevent anyone from entering or leaving the scene, and to observe all points of possible escape to apprehend a suspect fleeing from the scene.
3. When the responding officer believes an unauthorized person is in a building, his responsibility is to secure the building, permitting no one to enter, and to call a canine team, which will enter and search the building.
  - a. Officers will not announce into the building that a dog is on the way. This allows the suspect time to take a defensive position and look for weapons. The canine officer will make the announcement when he/she is ready.
4. When the canine team arrives, the officer in charge will brief the team on the situation, paying attention to the location of exits, concealed areas and movement. The canine officer will make the decision on the use of the dog.
5. Prior to the building search, the canine handler will verbally announce two (2) warnings to anyone inside the building that a canine will be released to conduct a search. The canine handler will urge

anyone inside the building to surrender at that time. If there is no response the canine will then be released by the handler to conduct the initial search.

- a. If possible, two (2) officers will accompany the handler into the building. One officer is the cover officer and the other is the arresting officer. The canine officer will be watching the dog, so it is the back-up officer's responsibility to watch out for the safety of the canine officer. If only one officer is available, he will both cover the canine officer and make the arrest.
  - b. If the canine officer believes the dog has scented the suspect, he will advise the officer to take cover.
  - c. If the dog locates a suspect, do not approach the suspect until the canine officer tells you to do so. If the dog is fighting with the suspect, do not attempt to take him/her into custody until told to do so.
  - d. If the situation becomes a gunfire situation, do not hesitate to shoot, even if the dog is in the way.
  - e. Do not make radio communication that the suspect has been located until he is in custody.
  - f. When in the presence of the canine, always follow the instructions of the canine officer.
6. Officers on the outside of a building will not enter the scene of operation while the canine team is working unless specifically requested by the canine handler. Officers will secure all possible avenues of escape and eliminate as much noise as possible in order not to distract the canine.
  7. All apprehended suspects will be turned over to the first responding officer for prosecution unless otherwise directed by the on-site supervisor.
  8. Upon completion of the search and apprehension (if made) the canine team will return to normal patrol duty.
  9. Under no circumstances will the dog be sent into a building containing a known armed and barricaded suspect. An exception to this may be to locate the suspect for the SWAT team, and then only by the authorization of the Uniform Operations Captain and with concurrence of the canine handler.

### C. Tracking

1. When an incident occurs where a canine team may be used for tracking a suspect, the responding officer shall make certain that no person enters the area used by the suspect to make his departure. Since the subject's odor will be predominant, the entire scene must be free of other contamination.
2. If material has been dropped by the fleeing suspect, such material, and the area surrounding it, must not be disturbed because the dog may detect the suspect's odor from the material.
3. When possible, if a stolen or abandoned vehicle is involved, the responding officers will not permit anyone, including other officers to get closer than ten (10) feet to the vehicle. This will prevent contamination of the area.
4. In tracking situations, the responding officer should immediately contact the complainant. The contact should be made in a manner that least disturbs or contaminates the scene.

5. Backup units should not respond to the scene unless necessary, but should position themselves around the perimeter of the incident so the suspect cannot leave the area. The purpose of the backup unit is to observe the general area to see anyone leaving. Dogs are capable of picking up a scent several hours after the suspect has left the area if another person has not contaminated the scene.
6. Curious onlookers and unnecessary officers should not congregate where canine units are to be used. Responding officers should make every effort to:
  - a. Keep noise and confusion to a minimum at any scene, for it is not desirable to have activity, which excites or distracts the dog.
  - b. When the resident has a pet at the scene, tactfully request the owner to get the pet completely away from the area.
  - c. Do not follow or get close to a dog that is working, unless specifically requested by the handler.

D. Suspect apprehension

1. A police service dog may be deployed to apprehend persons when the handler has reasonable suspicion to believe that one of the following circumstances is present:
  - a. To apprehend violent suspects, or to prevent any person from assaulting the canine handler, another police officer, or citizen.
  - b. The suspect(s) pose a significant risk to officers by concealing themselves in such a manner or area that increases the risk of ambush to officers and refuse to surrender.
2. Police Service Dogs shall not be deployed to apprehend non-violent misdemeanor suspects who pose no risk as described above.
  - a. This does not prohibit on lead tracking for only locating suspects or persons.
3. Police Service Dog may be deployed to check the interior of vehicles in high-risk car stop situations prior to officer's approach.
4. When time permits and it is tactically safe, a minimum of two verbal warnings will be given to a fleeing or concealed suspect. If the suspect continues to run, evade, hide, or otherwise attempt to flee detention/arrest, the canine may be deployed. The handler will then approach the suspect to take him/her into custody.
5. The handler will be exempt from giving verbal warnings if it appears that giving such warning would place the handler, other officers, or the public at undue risk of bodily harm.

The verbal warning should include:

- a. Who you are (i.e., Joplin Police)
- b. What is wanted of the person(s) (i.e., speak to me, etc.);
- c. What the consequences will be (i.e., I will send my dog).

E. Narcotics Detection

1. The canine team, if available, should be utilized in all drug and narcotic searches.
2. All areas that are to be searched for drugs should be cleared of all persons and animals prior to the arrival of the canine team. Efforts shall be made to leave the scene exactly as the perpetrators left it. When the canine team is to be utilized, officers should not attempt to do a physical or visual search for narcotics prior to the team's arrival. Narcotics that are in plain view, or substances that may be harmful to the canine shall be shown to the canine officer upon his arrival.
3. When the canine team arrives, the officer in charge will brief the canine team on the situation, identifying the location of exits, concealed areas and movement. The canine officer will make the final decision on the use of the dog.
4. A narcotic detection trained canine may be used in accordance with current law to:
  - a. Assist in the search for narcotics during a search warrant service.
  - b. Obtain a search warrant by using the detection canine in support of probable cause.
  - c. Search vehicles, buildings, bags, and any other articles deemed necessary.
5. A narcotic-detection canine will not be used to search a person for narcotics.

F. Crowd Control

A canine may be used for crowd control to prevent injury to innocent persons and their property or injury to police personnel at the direction of a supervisor and with concurrence of the canine handler.

G. Explosives Detection

1. The explosives detection canine team, if available, should be utilized in all searches relating to suspected explosive materials.
2. All outside areas and buildings that are to be searched for explosives should be cleared of all persons and animals prior to the arrival of the canine team. Efforts shall be made to leave the scene exactly as the perpetrators left it. When the canine team is to be utilized, officers should not attempt to do a physical or visual search prior to the team's arrival. Anything that is in plain view that may be harmful to the canine team shall be shown to the canine officer upon his arrival.
3. When the canine team arrives, the officer in charge will brief the canine team on the situation. The canine officer will make the final decision on the use of the dog.
4. An explosives detection trained canine may be used in accordance with current law to search building exteriors, parking lots, office areas, vehicles, packages, and any other articles deemed necessary.

**VIII. CANINE TEAM RELATIONSHIP TO THE GENERAL LAW ENFORCEMENT FUNCTION**

**(41.1.4 A)**

- A. The canine will accompany his/her handler on routine patrol unless prior approval to patrol without the canine has been given by the Uniform Operations Captain
- B. The canine unit's objective is, when requested, to assist and support all divisions within the department.

1. Arrests made or evidence located as the result of a request for assistance from a canine team will be considered to have been accomplished by the requesting officer.
2. When a canine team responds as a backup unit, the handler will be responsible for completing a supplemental report, documenting actions taken by the canine team.
3. The canine team will be responsible for taking appropriate law enforcement action when offenses are committed in the presence of the officer, and the canine officer will be responsible for completion of the necessary reports.

## **IX. GENERAL RULES**

- A. Personnel shall pet a canine only in the presence and with the permission of its handler.
- B. Personnel shall not hug a police work dog, or lean closely to the dog's head when petting the dog.
- C. Under no circumstances will department personnel tease or act aggressively toward a canine.
- D. Officers will comply with the directions of the dog handler when the canine team is involved in a specific problem and it is necessary for a handler to direct officers in a canine related tactical situation.
- E. Except in emergency circumstances, or with prior approval of an assigned dog handler, personnel other than the dog handler shall not give commands to a canine.
- F. Before a department's canine team (dog and handler) can be placed on an "operational status" certain requirements must be met in order to ensure that the dog is certified to be competent and properly handled. The canine and handler shall be re-certified annually or as necessary to North American Police Work Dog Association (NAPWDA) standards by a qualified and certified canine police dog trainer. Should a canine team not be certified as suitable for "operational status", the unit shall cease operation until certification is approved by the Chief of Police. (41.1.4 B)
- G. Ideally the canine team will train one hundred ninety-two (192) hours per fiscal year (November 1 thru October 31) in addition to the annual re-certification. (41.1.4 B)
  1. The handler will train with the dog on a weekly basis to maintain efficiency. The Canine Unit Coordinator shall schedule weekly training. It is the handler's responsibility to attend all scheduled training sessions. Failure to train may result in disciplinary action. The handler will be responsible for maintaining the dog's training record.
  2. It is the handler's responsibility to ensure that both he/she and the canine maintain their proficiency in all areas of training received from the kennel.
  3. Training Aids -Narcotics (84.1.4)
    - a. Controlled substances obtained from the DEA for training purposes will be maintained and secured as regulated by DEA guidelines.
    - b. Controlled substances obtained from evidence will require an incident report documenting the original case number, type and weight of substance at time of removal. The evidence custodian shall indicate the disposition of the item as training.
      - (1) A log book will be maintained.

(2) When the substance is no longer used for training purposes, it will be re-submitted into evidence and a supplement report completed to include its final weight.

(3) The substance will then be destroyed (refer to SOG 9-12).

c. Training aid records will be periodically reviewed by the K-9 Supervisor to ensure the security and integrity of these items.

4. Training Aids - Explosives

a. Explosives utilized for training will be maintained and secured as prescribed in SOG 10-04.13 XII B. 1, 2, and 10-04.13 XII C. 3,4.

b. The K-9 officers certified to work with explosives will be the only authorized individuals to check in or out the explosive training aids.

c. A log book will be maintained by the Explosive Detection K9 Officer for aids checked in or out. The log shall indicate the weight, time, and name of the K-9 Officer. When not in use explosives shall be stored in the department's designated explosives bunker.

d. The explosives training aids will be inventoried every calendar quarter beginning January 1st of each year. Explosive K-9 training aids will not be left unattended when placed for training.

e. The K-9 Officer and K-9 Supervisor will be responsible for maintaining an accurate training record.

f. Explosive Detection K-9 Teams are required to certify annually in explosive detection with NAPWDA.

H. When a canine unit is requested, officers on the scene will comply with the following procedure:

1. Secure the scene until canine unit arrives.

2. Prevent contamination of the crime scene (physical presence or chemical) that will adversely affect the scent necessary for tracking, building search or narcotics detection.

3. Keep distracting noise to a minimum. Do not permit excessive talking while canine team is working.

4. During the hours of darkness reduce all illumination when the canine team is operational.

5. Officers will not permit anyone within a canine operating area without the consent and approval of the handler.

I. The handler will be supplied with a vehicle to transport the canine. The handler will keep the vehicle at home, and it will be his/her responsibility to keep the vehicle clean and see that it receives its scheduled maintenance. Except for an emergency, the canine will be transported only in the canine unit. Use of the vehicle will be within the guidelines of the City of Joplin Employee Manual.

J. The department will supply the handler with a kennel for the dog, veterinary care, and any other items necessary for maintaining the dog. It will be the handler's responsibility for daily care of the dog such as feeding, cleaning, and grooming. The handler will ensure the dog is checked daily for any needed veterinarian care and see that it is provided. (41.1.4 C)

- K. The canine handler shall be compensated for the time spent in the care, feeding, grooming, and other needs of the dog and equipment. The compensation shall be one (1) hour of adjusted time off each day of the handler's regular assigned shift. On days when the handler cannot adjust off, he/she shall be given one (1) hour of compensatory time for that day.
- L. When practical, handlers shall maintain control of their K-9 at all times, whether by leash or with voice commands.

## **X. DOG BITES**

- A. In the event a person should be bitten by the canine; the canine officer will file all required reports to include a Defensive Action Report form. A Service Inquiry will be filled out if a canine bites a subject accidentally. Some examples of what would be considered an accidental bite would be when a person is too close to the canine, during training, or is not following guidelines as lined out in section X.A-G of this policy.
  - 1. In all cases of bites or injury resulting from the use of a canine, photographs shall be taken of the bite or injury after first tending to the immediate needs of the injured party. The photographs will be labeled "Police Service Dog Incident-Do Not Destroy," and booked into evidence as well as attached to the Defensive Action Report. Photographs from accidental dog bites shall be attached to the Service Inquiry in the blue team program.
  - 2. If a subject alleges an injury that is not visible, notification shall be made to a supervisor and the location of the alleged injury shall be photographed.
  - 3. If the injury requires medical attention, the subject should be transported to an appropriate medical facility. In the event an in-custody suspect requires medical attention an officer should standby with the suspect until treatment has been rendered. (1.3.5)
- B. The reports will be forwarded through the chain of command, as is usual procedure with a copy being sent to the Chief of Police. A copy of the report(s) shall also be submitted to the Canine Supervisor for filing.

## **XI. INJURY; MEDICAL CARE TO CANINE**

- A. If a police canine is injured, the injury will be immediately reported to the Canine Unit Supervisor.
- B. Depending on the severity of the injury, the canine shall either be treated by the designated veterinarian or transported to a designated emergency medical facility for treatment. If the handler and dog are out of the area, the handler may use the nearest available veterinarian.
- C. The injury will be documented on a Blue Team Service Inquiry.
- D. The assigned officer (handler) is responsible for the health and safety of the canine, whether on or off duty.

## **XII. INJURY TO HANDLER**

If the canine officer is injured and unable to give the dog commands, the following procedure will be followed:

- A. DO NOT, UNDER ANY CIRCUMSTANCES, approach the canine that is protecting the canine

officer or attempt to assist the officer unless it is apparent that the failure to respond to the officer would result in death or be detrimental to his/her health or safety.

- B. Officers will request medical assistance for the injured canine officer immediately.
- C. Attempts to control the canine will be made by any of the following means:
  - 1. Contact another handler to remove the dog or control its actions.
  - 2. Summons a member of the handler's family, whom the dog is familiar with.
  - 3. Decoy the dog into a secure location (vehicle, room).
  - 4. Use a snaring pole
- D. If all other efforts to respond to the emergency needs of the officer fail, contact the Department Veterinarian and attempt to tranquilize the dog. If those efforts are unsuccessful, or time does not permit because the officer is in imminent danger of losing his life or compounding an existing serious injury, the canine should be neutralized.
  - 1. If the canine is to be shot, one correctly placed round shall be used in order to reduce the possibility of the canine being made to suffer for doing what he is trained to do...protecting his handler.

### **XIII. REQUIREMENTS FOR A DEPARTMENT CANINE OFFICER (41.1.4 B)**

- A. Have a minimum of two years of full time law enforcement experience with the Joplin Police Department or prior canine handling experience.
- B. Comply with the physical requirements, consisting of successful completion of the obstacle course, including shooting skills.
- C. Pass an oral interview and any other testing process required by the Chief of Police.
- D. Any handler selected after 9/1/17 must live within 25 miles from 602 S. Main St. (located in Joplin, MO). Prior to being selected as a Canine Handler, each candidate's home shall be approved by the Canine Unit Supervisor.
- E. Has not been disciplined in the past 12 months at the level of suspension or higher.
- F. Can provide the proper motivation for the canine both verbally and physically.
- G. Be self-motivated and be able to work with minimum supervision.
- H. Be willing to devote time to maintenance training, care and socialization of the canine.
- I. Be willing to report for duty after normal working hours when a canine team is needed.
- J. Have the officer's family support the decision to have a police working dog in the home to care for, have as a companion and member of the family.
- K. Demonstrate a willingness to assist, support and cooperate with other departments and personnel.

- L. Make a commitment to remain the handler of the canine for the remainder of the dogs working life.
- M. Be willing to utilize the canine at every opportunity available regardless of inconvenience, weather conditions, and time of day, difficult circumstances and personal problems.
- N. Have a sincere love for and understanding of the canine as the reason for application for and the position of canine handler as well as a sincere desire to utilize the canine's abilities to enhance investigations and increase apprehensions.
- O. Have the discretion to put the canine first when credit is given for his accomplishments; and to put the canine second to officer survival in life-threatening situations.
- P. Use only the degree of the dog's protection abilities necessary to assure officer and suspect safety during an apprehension.
- Q. Be able to put the canine's well-being and physical comfort above his own.

#### **XIV. CANINE HANDLER SELECTION PROCESS**

- A. In the event of a vacancy in the Canine Unit, a selection committee shall oversee the testing process. The selection committee shall consist of the Uniformed Operations Commander, the Canine Unit Coordinator, the Canine Unit Supervisor, and the current Canine Handlers.
- B. Candidates shall be required to attend one or more scheduled Canine Unit training sessions and be exposed to each phase of canine operations.
- C. The selection committee shall make their final recommendation to the Uniformed Operations Commander.

#### **XV. CANINE RULES AND REGULATIONS**

- A. Living area shall be cleaned every day.
- B. Canines are not to be taken into private clubs, or public places except for duty related assignments.
- C. The canine shall not be left unattended in any area to which the public may have access.
- D. All canines shall be kept on a leash when in areas that allow access to the public. Exceptions would include specific police operations for which the canine is trained.
- E. The canine handler shall groom the canine each day prior to reporting for duty.
- F. Unauthorized demonstrations of canine's skills and ability are prohibited.
- G. The dog will not be disciplined by striking, kicking or other means of physical abusive treatment.
- H. The canine handler shall provide Veterinary care for any illness or injury to the dog, and submit a report to the coordinator.
- I. Unsupervised canines will not be permitted to run at large at home or in a public area.

- J. All collars, choke chains and other equipment will be examined before going on duty to assure operational readiness. Any control item that is determined to be unserviceable will be replaced before working the dog.
- K. Uniforms and patrol vehicle interior will be kept clean and free of excessive hair and odors.
- L. No agitation or aggressive response training shall be provided except as a part of an authorized training session.
- M. Dogs are to be fed according to feeding instructions and fresh water will always be available.
- N. Frequent rest and exercise stops shall be made to prevent the canine from urinating or defecating inside buildings or around the outside of property when responding to calls for service.
- O. When the canine is left unattended in the patrol vehicle, all windows and doors shall be secure and the “Hot Dog” alarm shall be turned on. (41.1.4 D)
- P. The canine shall not be permitted to run loose or be unattended at any time when inside the department.
- Q. The handler shall maintain all department equipment under his/her control in a clean and serviceable condition.
- R. Handlers shall permit the Unit Coordinator to conduct spontaneous on-site inspections of affected areas of their residence as well as the canine unit, to verify that equipment conditions conform to this policy.
- S. Any changes in living status of the handler, which may affect the lodging or environment of the canine, shall be reported to the Unit Coordinator as soon as possible.
- T. When off-duty, the canine shall be maintained in a kennel, provided by the city, at the home of their handler. When a canine is kenneled at the handler’s home, the gate shall be secured with a lock. When off-duty, the canine may be let out of the kennel while under the direct supervision and control of the handler. (41.1.4 D)
- U. The canine should be permitted to socialize in the home with the handler’s family for short periods of time and under the direct supervision of the handler.
- V. Under no circumstances will the canine be lodged at another location unless approved by the Unit Coordinator.
- W. Whenever a canine handler anticipates taking a vacation or an extended number of days off, it may be necessary to temporarily relocate the canine. In those situations, the handler shall give reasonable notice to the Unit Coordinator so that appropriate arrangements can be made.
- X. Canine Equipment (41.1.4 D)

The canine officer shall insure that the issued equipment is maintained. If the equipment falls into disrepair, it should be reported or replaced immediately. In addition to the equipment assigned to all patrol vehicles, the canine vehicles will be equipped with the following;

1. No-spill water bowl
2. Muzzle

3. Tracking harness (if applicable)
4. 6' lead
5. Tracking lead (if applicable)
6. Chain or leather collar

#### **XVI. COMPLIANCE**

Violations of this policy, or portions thereof, may result in disciplinary action as described in the City of Joplin's Personnel Rules or the Joplin Police Department's Rules and Regulations and General Orders. Members of the Joplin Police Department, while assigned to or assisting other agencies shall comply with this policy.

#### **XVII. APPLICATION**

This document constitutes department policy, is for internal use only, and does not enlarge an employee's civil or criminal liability in any way. It shall not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense, with respect to third party claims insofar as the employee's legal duty as imposed by law. Violations of this policy, if proven, can only form a basis of a complaint by this department, and then only in a non-judicial administrative setting.