

FLORENCE POLICE DEPARTMENT

GENERAL ORDER

Subject: <p style="text-align: center;">PATROL EQUIPMENT</p>	Procedure: <p style="text-align: center;">General Order 19.3.1 CALEA 41.3.1</p>	Total Pages: <p style="text-align: center;">6</p>
Authorizing Signature: Original with Authorizing Signature on File	Effective: 08/10/2011 <input type="checkbox"/> New <input checked="" type="checkbox"/> Amended <input type="checkbox"/> Rescinds	

I. POLICY

It is the policy of the Florence Police Department to make provision for the safety of its officers and the public, to properly equip officers with safety equipment, and to ensure its proper use.

II. PURPOSE

This written order establishes guidelines for the provision and use of police safety and emergency equipment.

III. SCOPE

This written order is applicable to all personnel.

IV. RESPONSIBILITY

All personnel will comply with this directive.

V. VEHICLE EQUIPMENT SPECIFICATIONS

A. **MARKED PATROL VEHICLES:** All marked patrol vehicles will be issued with the following equipment:

1. Emergency equipment including a light bar and siren system.
2. Police Radio

B. **ADDITIONAL ISSUED EQUIPMENT FOR MARKED VEHICLES:** Depending on the vehicles assignment the following items may be issued in conjunction with the vehicle:

1. Prisoner barrier.
2. Prisoner restraint seat.
3. Computer, Computer mounts and related electronics.
4. Video/Audio recording electronics.
5. Canine cages and related electronics.
6. Other equipment approved by the appropriate Division Commander.

C. **UNMARKED VEHICLES:** Unmarked vehicles will be issued with the

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following equipment.

1. Emergency lighting and siren. (Sworn personnel assignment only)
2. Police Radio.

D. **ADDITIONAL REQUIRED EQUIPMENT IF ISSUED TO PERSONNEL:** (Marked or unmarked vehicles) The list of equipment below will be carried in the assigned vehicle if it is issued to the personnel based on job assignment.

1. Traffic Vest
2. Evidence Kit.
3. Camera.

E. **EQUIPMENT REPAIR AND SUPPLY REPLENISHMENT:** The following lists where personnel will report for repair of equipment and replenishment of supplies when needed.

1. If repair is needed for emergency equipment including lights, sirens, computer mounts and related electronics, canine cages and related electronics, police radios, the vehicle will be written up in the vehicle's issued write up book and left in shop parking space.
2. If a computer needs to be repaired it must be written up and left for IT (Information Technology).
3. If expendable supplies for evidence kits are needed, they will be obtained through the evidence technician assigned to the Criminal Investigation Division. Expendable items include, finger print powder, latent print lifting tape and cards, specimen swabs, etc.
4. If repairs are needed for the vehicle itself, it will be written up in the service request book for that vehicle and left in the shop parking place.
5. Other equipment replenishment procedures:
 - a. Paperwork – Extra copies of the various types of paperwork needed is maintained by the desk officers in roll call.
 - b. Fire extinguishers – when a fire extinguisher needs replacement, a repair will be documented in the vehicle's equipment repair book. The old extinguisher will be labeled with the car number and left with services. A new extinguisher will then be provided.
 - c. DVD's used for audio/video within the patrol car are maintained at the desk and available for officers.
 - d. Windshield wiper blades and extra bulbs for vehicle lights are available for officers at the desk, or the vehicle may be

written up and left for services for replacement.

- e. Vehicle fluids are available in the sally port.
- F. **LOSS OR DAMAGE OF ASSIGNED EQUIPMENT:** Any loss of city equipment must be reported on an incident/offense report and replacement approved through a Deputy Chief using the chain of command. Any damaged city property must have a completed Damage to City Property Report attached to an incident/offense or accident report.

VI. OCCUPANT SAFETY RESTRAINTS

A. GENERAL PROVISIONS:

- 1. The use of seat belts can have a significant effect in reducing the number of deaths and the severity of injuries resulting from traffic crashes and assist officers in maintaining proper control of their vehicles during pursuit or emergency high speed operations.
- 2. Therefore, members of the Florence Police Department, except where exempted, will use the safety belt restraining system while operating or riding in a departmental vehicle while the vehicle is in motion.
- 3. Members of the Department will also maintain and properly use approved Child Restraint Devices when transporting children less than six years of age in city owned vehicles.

B. REGULATIONS:

- 1. This Written Directive adopts the Alabama Motor Vehicle Law, Title 32-5B-4, Alabama Safety Belt Use Act. All personnel will comply with the provisions of this law.
- 2. Unless a replacement vehicle is unavailable and exigent circumstances justify doing so, no employee shall operate a departmental vehicle in which the driver's seat belt is inoperable. Vehicles with inoperable safety belt systems shall be taken out of service for repair as soon as practical.
- 3. There may be rare occasions in which the use of safety belt restraining systems may hamper efficient conduct of police functions. Supervisors may grant exemption of this policy for specific situations in which they deem efficiency of operation outweighs the safety benefit.
- 4. All non-employees, while operating or riding as a passenger in a departmental vehicle shall be required to use the safety belt restraining system.

C. CHILD RESTRAINT DEVICES:

- 1. **USE:** No employee will transport any child less than six (6) years of age in a City vehicle unless the child is properly restrained in

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accordance with Alabama Motor Vehicle Law, Title 32-5-222, Child Passenger Restraints.

2. EQUIPMENT: The Florence Police Department will maintain a sufficient number of readily accessible, federally approved Child Restraint Devices to meet the anticipated average demand. These devices will be maintained to ensure their serviceability and cleanliness.
 - a. All problems relating to the serviceability and/or cleanliness of such a device will be reported immediately to a shift supervisor. The shift supervisor will be responsible for ensuring defective Child Restraint Devices are repaired or replaced.
 - b. No employee will use any restraining device that is defective to the extent that its restraining capacity is compromised or questionable.

VII. PROTECTIVE VESTS & BODY ARMOR

A. GENERAL PROVISIONS:

1. The Florence Police Department will provide to all sworn personnel level II or higher body armor for their safety and protection.
2. Each officer will be required to use Department issued body armor while on patrol duty, unless excused by a physician. Protective vests are mandatory in pre-planned high-risk tactical situations.
3. Officers assigned to duties other than patrol (CID, CPO, SRO, etc.) may choose not to wear protective vests, but must keep the vest immediately accessible.

B. PROCEDURES FOR USE:

1. Shift Commanders will ensure:
 - a. Sworn personnel (unless exempted in this general order) on their shift are either wearing their issued body armor, or if not assigned to an activity requiring body armor to be worn, have it immediately available in the event they must be called on for an activity requiring body armor to be worn.
 - b. Adjustments are made as soon as reasonably possible for personnel requiring refitting.
 - c. Body armor assigned to personnel on their shift is properly cared for.

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2. Sworn personnel not wearing body armor (due to their present assignment, i.e., desk duty) will ensure the body armor is kept in close proximity so it may be put on if their assignment or activity changes.
3. Sworn personnel shall wear body armor when engaged in pre-planned high-risk police activities, which include all:
 - a. Raids;
 - b. Pre-planned arrest situations, with or without a warrant, and applicable search warrant executions;
 - c. Pre-planned searches for wanted persons;
 - d. Hostage/barricaded subject situations;
 - e. Crowd control situations;
 - f. Dignitary security;
 - g. Jail riots;
 - h. Stakeouts; or
 - i. Surveillance dealing with individuals who have a history of violence or the propensity for violence.
4. Officers with a valid medical reason, as stated in a doctor's written documentation, are only required to wear body armor for a period of up to thirty minutes whenever engaged in pre-planned high-risk activities. However, they may be precluded from certain assignments and details. The written documentation will be maintained in the employee's personnel file.
5. Anytime the heat index exceeds 100 degrees Fahrenheit, a shift supervisor can approve officers not wearing protective vests. However, the vests must be immediately accessible at all times. This exception does not apply to "high risk situations" such as SWAT operations, or other high risk activities.

C. REPLACEMENT OF BODY ARMOR

1. Sworn personnel will immediately notify their supervisor if the body armor needs repair or replacement. Body armor will be replaced, at a maximum, every seven years.
2. When body armor requires replacement, the officer will submit a request through the chain of command to be refitted.

D. DISPOSAL OF BODY ARMOR

1. When body armor requires replacement, the officer will hand in their old body armor before receiving the replacement armor.

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2. The returned body armor will be destroyed, used for testing, issued to other law enforcement agencies that need the armor, or used for other law enforcement purposes.