



ROCKFORD POLICE DEPARTMENT

GENERAL ORDER

NUMBER: 1.10

TITLE: Intermediate Tools

SERIES NUMBER: 1

SERIES TITLE / SUBJECT: Law Enforcement Role, Responsibilities, and Relationship

TOPICS/ REFERENCE:

APPENDICIES: None

EFFECTIVE / ORIGINAL ISSUE DATE: January 17, 2007

REVISION / EFFECTIVE DATES: November 4, 2013

THIS ORDER REMAINS IN EFFECT UNTIL REVISED OR RECINDED

CALEA STANDARDS: 1.3.4 - 1.3.5 - 1.3.6 - 1.3.9 - 1.3.10 - 1.3.11 - 1.3.12

Policy:

It is the policy of the Rockford Police Department to authorize officers to carry and use Department approved intermediate tools in the performance of their duties.

Purpose:

The purpose of this General Order is to establish Department policy, procedures and guidelines regarding Department approved intermediate tools issued to Rockford Police Department officers.

These guidelines are not meant to be all-inclusive, since each incident must be dealt with on an individual basis, but are intended as broad guidelines to assist the employees and supervisors involved.

This General Order is comprised of the following numbered sections.

- I. DEFINITIONS
- II. DEPARTMENT AUTHORIZED INTERMEDIATE TOOLS
- III. RESPONSIBILITIES
- IV. INTERMEDIATE TOOLS TRAINING AND PROFICIENCY TESTING
- V. REMOVAL AND REPLACEMENT OF UNSAFE AND UNSERVICEABLE TOOLS
- VI. INTERMEDIATE TOOLS SPECIFICATIONS AND PROCEDURES FOR USE
- VII. EFFECTIVE DATE
- VIII. REVIEWS, REVISIONS AND CANCELLATIONS

- I. Definitions:
 - A. Certified Course: A National or State accepted course of instruction having met a recognized standard or best practice.
 - B. In-service training: Training provided to an employee after any initial, probationary or new-hire training (i.e., recruit / police academy training, new employee orientation) required before full employment status. In-service training may include, but is not limited to; periodic retraining or refresher training, roll-call training, specialized training, advanced training, promotional training and career development courses.
 - C. Intermediate Tools: a tool whose normal use is not intended or likely to cause serious injury or death. Impact weapons, aerosols and conducted energy weapons and extended range impact weapons fall within this category. Intermediate weapons may also be referred to as less-lethal weapons.
 - D. Subject: The person who is the focus and intended recipient of the intermediate tool.

- II. Department Authorized Intermediate Tools: (CALEA – 1.3.4 and 1.3.9))
 - A. Officers may only use Intermediate Tools authorized by the Department.
 - B. The Rockford Police Department authorizes the use of the following intermediate tools:
 - 1. Batons (hand held impact tools) - 21" or 26" expandable metal baton and 24" wooden baton
 - 2. Subject Control Spray / O.C. pepper spray - Oleoresin capsicum aerosol deployed from handheld device or deployed from a dedicated launcher system.
 - C. Officers shall carry their department issued subject control spray/O.C. and baton if they intend to work in a patrol capacity.

- III. Responsibilities:
 - A. The Training Section will review, inspect and approve all intermediate tools prior to the tool being issued to an officer. Expandable metal batons will be re-inspected by a certified instructor during in-service training.
 - B. The Training Section is responsible for issuing Subject Control Spray / O.C. pepper spray and ensuring the Department has extra replacement items when needed. The Training Section is responsible for maintaining records applicable to Subject Control Spray /O.C. pepper spray.
 - C. The Fiscal Services Section is responsible for issuing batons and ensuring the Department has extra / replacements batons for officers when needed. The Fiscal Services Section is responsible for maintaining records applicable to batons.

- IV. Intermediate Tool Training and Proficiency Testing: (CALEA – 1.3.10 and 1.3.11)
 - A. All sworn personnel must receive Department approved training on the proper use and safe handling of any intermediate tools, and demonstrate proficiency with that tool, before they are authorized to carry and use the tool in the performance of their duties. Initial training will include providing each officer with a copy of the Department's policies regarding use of force

and intermediate tools (General Orders *1.09 – Response to Resistance* and *1.10 – Intermediate tools*). (CALEA 1.3.12)

- B. All intermediate tools training and proficiency testing will be conducted by an instructor certified to teach on those tool systems.
 - C. All intermediate tool training and proficiency testing will be documented. Records of the training and testing will be kept by the Supervisor of the Training Section of the Administrative Bureau.
 - D. All sworn personnel will receive in-service / refresher training on the proper use of intermediate tools and must demonstrate proficiency in order to continue carrying and use the tool in the performance of their duties.
 - 1. Training and proficiency testing on other Department authorized intermediate tools (Subject Control Spray & Batons) will occur, at least, biennially.
 - F. Officers failing to attend mandatory training or unable to demonstrate proficiency with any intermediate tool shall be prohibited from using or carrying the tool until they attend the appropriate in-service training and successfully demonstrate ability to perform with the intermediate tool.
 - G. Officers who initially fail proficiency testing with an intermediate tool will be given additional opportunities, at the discretion of and with the advice and counsel of the instructor, until they demonstrate proficiency or be assigned to the Training Section and given remedial training per General Order *20.01 – Training*.
- V. Removal and Replacement of Unsafe and Unserviceable Tools:
- A. Each officer is responsible for immediately removing any tool from service when they believe it has become unsafe, damaged, or otherwise unserviceable.
 - B. Officers with an unserviceable baton may obtain a temporary replacement from the Patrol Shift Commander. The unserviceable baton along with a completed Clothing / Equipment Requisition form must be brought to or forwarded to the Fiscal Services Section for a permanent replacement.
 - C. Officers will be responsible for exchanging their Subject Control Spray prior to its expiration date. Officers in need of a replacement Subject Control Spray/O.C. pepper spray canister will exchange their empty or expired canister for a replacement at the Patrol Shift Commanders' office or the Training Section.
- VI. Intermediate Tool Specifications and Procedures For Use:
- A. Batons (hand held impact tools)
 - 1. The expandable baton is a 21" or 26" metal baton that is carried on the duty belt or trousers belt in a collapsed condition. It is expanded by a flick of the wrist, which causes the baton to extend to an open and locked position.
 - 2. The wooden baton is a 24" baton with a ringed grip.
 - 3. The baton may be used as a tool to stun or as a control instrument. The baton may also be used as a striking instrument. Officers must adhere to General Order *1.09 Response to Resistance* when deploying the baton when they reasonably

believe that its use is necessary to affect an arrest or defend themselves or others from bodily harm.

4. The use of the baton is dependant on the totality of the circumstances at the moment of its use. Officers are allowed to use the baton when they reasonably believe that its use is necessary to affect an arrest or defend themselves or others from bodily harm.
 5. Proper documentation will be provided as part of the police report. A written report is required whenever a baton is used.
- B. Subject Control Spray/ O.C. Pepper Spray (Oleoresin Capsicum)
1. Oleoresin Capsicum is a naturally occurring substance found in the cayenne pepper. O.C. works on the principle of being an inflammatory agent. It inflames the mucous membranes.
 2. Officers must adhere to General Order *1.09 Response to Resistance* when deploying O.C. Officers are allowed to use O.C. when they reasonably believe that its use is necessary to affect an arrest or defend themselves or others from bodily harm.
 3. Officers are allowed to use O.C. to subdue or repel any dangerous animal when they reasonably believe that the animal poses a danger to themselves or others.
 4. Whenever O.C. is used the subject shall be exposed to fresh air and permitted to rinse off with cool water, as soon as is practicable. Time, ventilation and water will reduce its effects. When an officer has reason to believe that primary symptoms have persisted beyond 45 minutes, or there is a need for other emergency medical attention, the subject shall be transported to an emergency medical facility for treatment. (CALEA – 1.3.5)
 5. Proper documentation will be provided as part of the police report. A written report is required whenever O.C. is deployed.
 6. The O.C. used by the Rockford Police Department is non-flammable and is compatible for use with the Taser. Officers should be aware; however, that other agencies may use alcohol based O.C. that is flammable and should not be used with a Taser.
 7. The use of O.C. against a subject arrested for a minor offense, who is secured in handcuffs, acting non-violently and is not a threat to officers or the public is prohibited.

VII. Effective Date:

- A. The Department's policy on Intermediate tools (formally Less Lethal Weapons) became effective on January 17, 2007.

VIII. Reviews, Revisions and Cancellation:

- A. This General Order will be reviewed annually by the Supervisor of the Training Section and, when necessary, revised or cancelled in accordance with the procedures for reviewing written directives established in General Order *10.01 – Written Directives*.
- B. This Order is a revision of and supersedes General Order *1.10 - Intermediate tools* issued January 17, 2007.

- C. Any employee with suggestions for revisions and/or improvements to this order are encouraged to submit their ideas to the Commander of the Administrative Services Bureau.

BY ORDER OF

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Chet Epperson

Chief of Police