

CITY OF ANDERSON POLICE DEPARTMENT

Anderson, South Carolina

DIRECTIVE TYPE General Order	EFFECTIVE DATE August 16, 2011	NUMBER 1509.2
SUBJECT Police Service Dogs (Canine Services)	**REVISED** June 20, 2019	
REFERENCE GCSO GO-211 GCSO Canine Unit Service Manual US Dept of Labor (FSLA)	AMENDS/SUPERCEDES All Others	
DISTRIBUTION All Personnel	RE-EVALUATION DATE Annual	PAGES 8

I. PURPOSE

This policy provides the Anderson Police Department with highly trained police service dogs used for criminal apprehension, building searches, area searches, evidence detection, narcotics detection, tracking missing persons, tracking fleeing persons, crowd control, and for promoting favorable public relations.

II. AUTHORIZED CANINE USE

Police service dogs are authorized for use:

- Searching buildings or areas believed clear of innocent persons for hidden suspects.
 - Tracking suspects or missing persons.
 - Searching for narcotics in vehicles, buildings, parcels, and other items.
 - Crowd control with canine presence.
 - Participating in community education demonstrations of canine abilities.
- A. Additionally, police service dogs are authorized** to apprehend, prevent the escape of, or to aid in the arrest of a person who the canine handler has reasonable grounds to believe has committed or is about to commit a serious offense, and one or more of the following exist:

1. Reasonable belief that the person poses an immediate threat of violence or serious harm to the public, any officer, or him/herself.
2. The individual is physically resisting arrest by means of force or attempting to evade arrest by flight and use of a canine appears necessary to prevent injury to the arresting officer.
3. The individual is believed concealed in an area where entry by anyone other than a canine would pose a significant threat to the officer.
4. In situations where conditions or variables not specifically identified in this policy exist, it is the responsibility of the handler to ensure that the circumstances support a reasonable decision to use a canine.

B. Additionally, on-duty police service dog teams will respond to crimes in progress without specific dispatch to assist patrol units in potentially violent situations.

NOTE – As a general rule, police service dog teams should not be assigned as a primary unit to “report type” calls of non-emergency nature unless so authorized by a Watch Commander during unusual complaint periods. **The Canine Unit Service Manual shall be utilized in accordance with General Order 1509.2.**

III. PROHIBITED CANINE USE

The following situations where the usage of a canine is not justified:

- To affect the arrest of a highly intoxicated or feeble person who obviously cannot escape or resist officers and who poses no immediate danger to officers or the public.
- To intimidate or frighten a suspect.
- To search for unknown juvenile offenders unless there is probable cause to arrest the juvenile for a violent crime under the SC Code of Laws (16-1-60), or the juvenile is an immediate threat to the officers or the public.
- Sniffing of people for the odor of illegal drugs.

IV. CANINE HANDLING METHODOLOGY

The Police Department’s Canine Services Unit utilizes a handler control policy. Through the training of both handlers and canines, the handler maintains control of the canine through the use of verbal, hand, and leash commands.

V. CANINE RECALLS

Canines will be recalled if a handler loses sight of an off-leash canine, or once a suspect has stopped resisting and the suspect is no longer a threat to the public, or officers.

VI. PROCEDURE

Prior to the use of a canine to search for, or apprehend any individual, the handler on scene is to carefully consider all pertinent information reasonably available at the time. The information is to include, but is not limited to the following:

- Individual's exact or approximate age.
- Nature of the offense
- Potential danger to officers attempting to intervene or assist with apprehension.
- Potential danger to the public resulting from the release of a canine.
- Degree of resistance the subject has shown.
- The potential for escape or flight if the canine is not utilized.
- The potential for injury to officers or the public caused by the suspect if the canine is not utilized.

NOTE: A canine handler and/or the canine supervisor will have the ultimate authority not to deploy the dog. Once the police service dog team is deployed, tactical use and application of the canine will be at the discretion of the individual handler who will rely on his/her judgement, training, and experience. The handler will evaluate each situation and determine if the use of a canine is technically feasible.

A. **A VERBAL WARNING** – Except where it would otherwise increase the risk of injury or escape, prior to any area or building search where a suspect may be located, there will be a standardized verbal canine announcement made. The announcement will consist of:

1. Verbal identification as a police officer with the Anderson Police Department.
2. The presence and imminent release of a police service dog.
3. A demand to surrender.
4. Warning that the canine will bite.

A sufficient interval between warnings will be given to allow for a peaceful surrender. Additional warnings should be given throughout building searches, area searches, and/or tracking/trailing deployment to insure the warning could be heard. The warning should be given in the language of the community if it is known that the suspect speaks another language.

VII. CANINE INFLICTED INJURIES

The following applies to incidents involving a law enforcement canine biting, or otherwise inflicting injury on anyone:

A. Obtain medical attention for the injured person.

1. All injuries sustained by any persons which results in laceration, avulsion, or hemorrhage, will be examined and attended by a physician at a medical facility.
2. Any other injuries sustained, the injured person shall be afforded medical care as soon as possible. EMS will be called to assess, and treat the injured person.
3. If an injured person refuses treatment, EMS will be called to assess the injury, and if the injured person refuses to be treated, they can sign a form with EMS for refusal of treatment.

B. Follow DHEC protocol by reporting dog bite incident.

1. Advise medical staff that the canine is owned by the Anderson Police Department.
2. Turn in a copy of the canine's rabies vaccination to medical staff.
3. Provide the medical staff with the non-emergency telephone number for the Police Department (864)260-4444, and request that they contact the K-9 Sergeant if needed.

C. Have a Forensics Technician photograph the injuries/bites on the subject insuring a full body and face photo, which also shows the wounds. Photographs should be taken after the wound has been cleaned, but before treatment, to reflect the extent of the injury in a non-prejudicial manner.

D. Complete a "Response to Resistance/Aggression" form.

E. Notify the canine Sergeant and on-duty Watch Commander.

1. The canine Sergeant will notify the Division Commander whenever a serious canine related incident occurs.

VIII. RESPONSIBILITIES OF CANINE HANDLER

The canine handler is responsible for:

- A. Devoting the necessary time needed to care for, feed, and maintain his Police Department canine and equipment.
- B. Keeping the assigned canine in good physical health with regular veterinarian visits, exercise, and grooming, to include up-to-date annual vaccinations and heartworm preventative.
- C. The canine handler understands that he will be compensated for the hours devoted to the care, feeding, and maintenance of his/her canine at a daily rate of pay which is determined by the Chief of Police.

- D. The canine handler understands and agrees that he/she will be compensated at a rate of \$6 per day, per “work period”, for a time period of thirty (30) minutes minimum per day for “at-home care, feeding, and maintenance” of his/her Police canine. A “work period” is defined as a fourteen (14) consecutive day period consisting of eighty four (84) hours worked, which accounts for the \$84 compensation pay per “work period” received for “at-home care” of Police canines.
- E. Will obtain specialized training in canine operations through the Greenville County Sheriff’s Office, or other agency or individual, who is approved by the Chief of Police, and is certified in the specialized training and certification of Police canines for narcotics or dual purpose usage. Specialized training will consist of (1) 200 hour course of Narcotics Only Canines, or (2) 600 hour course for Dual Purpose Canines.
- F. Will participate in weekly in-service training of the canine.
- G. Will complete detailed training and deployment records on approved departmental forms.
- H. Obtaining national certifications (NAPWDA, NLECO, NNDDA, NPCA, SCPK9A) with the canine annually.
- I. Maintain SCCJA Patrol Canine Team certification for Police canine and handler.
- J. Be available for call-outs as needed, and notify canine Sergeant if requested after hours.
- K. Kenneling the canine at an approved facility when circumstances such as leave, or incapacitating injury exist, preventing the handler from caring for the dog. In the event of such situations, the canine can be cared for by another certified canine handler of the Police Department. Kenneling or care by another canine handler must be approved by the canine Sergeant, or the Division Commander.
- L. A Police Department canine **will not** be used for breeding without approval from the Division Commander.

IX. RESPONSIBILITIES OF THE CITY OF ANDERSON

The City of Anderson is responsible for providing:

- A. The canine and the following equipment:
 - 1. 15 foot leash
 - 2. 6 foot leash
 - 3. 1 foot leash
 - 4. Collar
 - 5. Slip collar
 - 6. Prong collar
 - 7. Electric collar
 - 8. Tracking harness
 - 9. Hard muzzle
 - 10. Slicker brush

11. Training toy
12. Dog house
13. Food and water bowls
14. Buddy bowl for vehicle
15. Home kennel
16. Dog crate
17. Hard bite sleeve with cover
18. Vehicle and following equipment:
 - a. K-9 warning decals
 - b. Vehicle kennel
 - c. Door popper
 - d. Hot dog system w/ pager
 - e. K-9 first aid kit
 - f. K-9 blue lite hydration

- B. Dog food and necessary supplies.
- C. Payment of all veterinarian bills and associated canine medicines.
- D. All canine shampoo and flea sprays
- E. On a case by case basis, flea and other pest extermination for the interior of the handler's home.
- F. On a case by case basis, carpet and miscellaneous repair and maintenance of household items.
- G. Provide time to train on a weekly basis and to attend schools for certifications.

X. SELECTION OF CANINE HANDLER

Qualifications for canine handler:

- A. Two years of experience in law enforcement. This requirement can be waived by the Chief of Police in the event of necessity of qualified candidates, and the candidates are SCCJA certified law enforcement officers, possess prior canine handler experience, or the candidate possesses the skills and knowledge of working with a service canine.
- B. Good physical condition.
- C. Strong verbal and written communication skills.
- D. A commitment to the canine unit for at least the working life of the canine.
- E. Must live on property suitable for placement of the canine.
- F. Above average annual performance evaluations.

XI. Selection Process for canine handler:

- A. Participation in an oral interview board seated by the Division Commander, or designee, and canine handler and/or canine Sergeant.
- B. Selection will be made by the affected Division Commander and the Chief of Police.

XII. SECURITY AND ACCOUNTABILITY OF CONTROLLED SUBSTANCES

Controlled substances used for canine training are to be stored in a locked safe within the Property and Evidence Room, located within the Police Department at 401 S. Main Street in Anderson, SC. The K-9 Services Commander, the K-9 Services Sergeant, and the K-9 Services Corporal will have the combination, or key, to the designated safe.

The K-9 Services Sergeant or K-9 Services Corporal are to sign the Narcotics check-out and check-in logs when checking out or checking in controlled substances. While using checked out substances, canine handlers are to thoroughly document their use on a K-9 Narcotics Training Form.

Controlled substances used for canine training purposes are to be inventoried monthly. Documented inventory results are to be forwarded to the Office of Professional Standards on a Controlled Substance Monthly Audit Form.

XIII. ANDERSON POLICE CANINE SERVICES MANUAL


To supplement General Order 1509.2, the Canine Services Unit will include a Standard Operational Procedures Manual which includes the following:

- A. Mission Statement
- B. Purpose
- C. Duty Hours
- D. Dress Code
- E. Duties and Responsibilities – Sergeant
- F. Duties and Responsibilities – Canine Handler
- G. Veterinarian Procedures
- H. Breeding
- I. Injury to Canine Handler
- J. Canine Care
- K. Dealing with Threatening Animals
- L. Procedures:
 - Code response for in progress calls
 - Building searches
 - Area searches
 - Evidence/Article searches
 - Narcotics searches
 - Demonstrations
 - Tracking/Trailing of criminal and lost persons
 - Crowd control and civil disturbances
 - SWAT deployments
 - Use of dual purpose K-9 in schools (K-12)

- M. Response to Resistance/Aggression
- N. Canine Inflicted Injuries
- O. Assistance to Other Agencies
- P. Personal Responsibilities for Assisting K-9 Handler
- Q. Training Requirements
- R. Security and Accountability of Controlled Substances
- T. Documentation of K-9 Deployment
- U. On-Call Procedures
- V. Retirement of Police Canines
- W. Appendix (K-9 Forms)

- APD Canine Unit Service Manual Acceptance sign-off Form
- APD Handler and Canine Information Form
- APD Canine Training Criteria
- APD Field Training Form
- APD Obedience/Agility/Search/Apprehension Training Log
- APD Narcotics Detection Training Log
- APD Tracking/Trailing Training Log
- APD K-9 Deployment Record
- APD Canine Monthly Report
- APD Canine Team Monthly Report Key
- APD Canine Unit Monthly Report
- APD Canine Unit Yearly Report
- APD Controlled Substance Check-out and Check-in Form
- APD Controlled Substance End of Month Audit Form
- APD Canine Unit Equipment List
- APD Canine Team Equipment List
- APD K-9 Veterinarian Appointment/Illness/Injury Report
- APD Injury by K-9 Report
- DHEC Animal Bite Report
- General Order 1509.2 (Canine Services)
- General Order 109.7 (Use of Force)
- Response to Resistance Form

By order of:



Jim Stewart, Chief of Police

6-20-19

Date