

## Canine Program

### 318.1 PURPOSE AND SCOPE

The Barstow Police Department recognizes the benefits and value of a well-organized and trained canine program. A properly developed and utilized canine team will result in the greater detection of drugs and also reduce man-power hours and provide a safer environment for officers and citizens during high risk events. The mere presence of a canine unit will have a tremendous psychological effect as a deterrent to criminal activity, as well as create a greater bond between law enforcement and the community.

The primary objective of the Barstow Police Department Canine Program is the detection of illegal drugs. All officers of the Barstow Police Department are encouraged to utilize a canine team when they believe there is a possibility of illegal drugs present during any incident where a mere legal physical search may not reveal those drugs.

### 318.2 GUIDELINES FOR THE USE OF CANINES

A canine team may be used to search and detect illegal drugs in accordance with current case law and training of the canine team. The canine team may also be used to locate and apprehend a suspect if the canine handler reasonably believes that the subject has either committed or threatened to commit any serious offense and if any of the following conditions exist:

- (a) There is a reasonable belief that the subject poses an imminent threat of violence or serious harm to the public, any officer, or the handler.
- (b) The subject is physically resisting or threatening to resist arrest and the use of a canine reasonably appears to be necessary to overcome such resistance.
- (c) The subject(s) is/are believed to be concealed in an area where entry by other than the canine would pose a threat to the safety of officers or the public.

It is recognized that situations may arise that do not fall within the provisions set forth in this policy. In any such case, a standard of objective reasonableness shall be used to review the decision to use a canine in view of the totality of the circumstances.

Absent reasonable belief that an individual has committed or threatened to commit a serious offense, mere flight from pursuing officer(s) shall not serve as good cause for the use of a canine to apprehend the suspect.

Once the suspect has been located and no longer reasonably appears to represent a threat or risk of escape, the canine should be placed in a "down" position or otherwise secured as soon as it becomes reasonably practical.

#### 318.2.1 PREPARATION FOR UTILIZING A CANINE

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

# Barstow Police Department

## Policy Manual

### Canine Program

---

- (a) The individual's age or estimate thereof.
- (b) The nature of the suspected offense.
- (c) Any potential danger to the public and/or other officers at the scene if the canine is released.
- (d) The degree of resistance or threatened resistance, if any, the subject has shown.
- (e) The potential for escape or flight if the canine is not utilized.
- (f) The potential for injury to officers or the public caused by the suspect if the canine is not utilized.

As circumstances permit, the canine handler should make every reasonable effort to communicate and coordinate with other involved personnel to minimize the risk of unintended injury.

A canine handler shall have the ultimate authority not to deploy the canine. The handler will evaluate each situation and determine if the use of a canine is technically feasible. Generally, the decision whether to deploy the canine shall remain with the handler. However, a supervisor sufficiently apprised of the situation may decide not to deploy the canine.

#### 318.2.2 WARNINGS GIVEN TO ANNOUNCE THE USE OF A CANINE

Unless it would otherwise increase the risk of injury or escape, a clearly audible warning to announce that a canine will be released if the person does not come forward or surrender, shall be made prior to releasing a canine. The canine handler, when practical, shall first advise the supervisor of his/her decision if a verbal warning is not given prior to releasing the canine. In the event of an apprehension, the handler shall document in any related report whether or not a verbal warning was given and, if none was given, the reasons why.

#### 318.2.3 USE OF NARCOTIC-DETECTION CANINES

A narcotics detection trained canine may be used in accordance with current law under the following circumstances:

- (a) To assist in the search for narcotics during a search warrant service.
- (b) To obtain a search warrant by using the detection canine in support of probable cause.
- (c) To search vehicles, buildings, bags and any other articles deemed necessary.

A narcotic detection canine will not be used to search a person for narcotics.

#### 318.2.4 GUIDELINES FOR NON-APPREHENSION USE

Because canines have senses far superior to those of humans, they may often be effectively utilized to track or search for non-criminals (e.g. lost children, individuals who may be disoriented or in need of medical attention) or even suspects wanted for minor criminal offenses. In such circumstances, it will be necessary for the handler to evaluate the conditions and ability of the canine to determine the feasibility of such an application.

**Barstow Police Department**  
Policy Manual

Canine Program

---

- (a) Absent a change in circumstances that present an immediate threat to officers, the canine or the public, such applications should be conducted on leash or under such conditions that will minimize the likelihood that the canine will bite or otherwise injure the individual.
- (b) Unless otherwise directed by a supervisor, assisting personnel should take direction from the handler in order to minimize interference with the canine.

**318.2.5 REPORTING CANINE USE, BITES AND INJURIES**

Whenever the police service canine is deployed, a "K-9 Report" shall be completed by the handler and turned in to the unit supervisor with the handlers "Monthly Canine Activity Report".

Whenever the use of the canine results in a bite or any injury, a canine bite report shall be completed, in memorandum form, and submitted to the canine unit coordinator prior to the canine team going off-duty.

The injured party should be transported to an appropriate medical facility if the injury requires medical attention beyond first aid. If the injured party is in custody an officer should remain with the suspect until treatment has been rendered and the subject released for booking from medical care.

Photographs shall be taken of the bite or injury after medical aid or emergency treatment has been rendered to the injured party. Photographs shall be retained as evidence in accordance with current department evidence procedures. It shall be the responsibility of the canine unit coordinator to ensure that such photographs are retained until the potential need for use in any related civil proceeding has expired.

If a subject alleges an injury that is not visible, a supervisor shall be notified and the location of the alleged injury should be photographed as described above.

The unit coordinator will maintain liaison with the animal control agency or department having jurisdiction over the location of the bite incident to ensure that information regarding police canine bites is not retained by that office. Canines used by law enforcement agencies are exempt from impoundment and reporting requirements to an animal control agency or department (Food and Agriculture Code § 31609(b)).

**318.2.6 REPORTING CANINE INJURIES**

In the event that a canine is injured or dies, on or off-duty, the injury or death will be immediately reported to the watch commander, canine unit supervisor, and canine unit coordinator.

Medical care for any injured canine shall follow the protocol established in Policy Manual § 318.6.

The injury will be documented in a memorandum and forwarded to the canine unit supervisor and the canine unit coordinator.

**318.2.7 ASSIGNMENT OF CANINES**

The canine units shall be assigned to the patrol division to supplement and assist the personnel in that division during everyday assignments. Canine units may also be used to augment the efforts

**Barstow Police Department**  
Policy Manual

***Canine Program***

---

of the Barstow Police Department's Investigations Unit or any other specialized unit as directed by the unit coordinator or the Chief of Police.

Canine units are assigned to a patrol shift and are assigned to the call rotation of that shift just like the other patrol officers. Canine units should function as cover units and requests for assistance while on-duty when available; however, they may also be assigned by the watch commander to other functions based on the needs of the department at the time.

**318.3 REQUEST FOR SERVICE OF CANINE UNITS**

Sworn personnel within the Department are encouraged to request the use of the canines when the need arises. Requests for a canine unit from outside of the patrol division shall be made through the division commander via the on-duty watch commander.

**318.3.1 REQUEST BY OUTSIDE AGENCY**

The canine unit coordinator must approve all requests for canine assistance from outside agencies, subject to the following provisions:

- (a) Canine units shall not be used for any assignment that is not consistent with this policy.
- (b) The canine handler has the authority to decide whether the canine should be used for any specific request by an outside agency.
- (c) Canine units shall not be called out while off-duty or used outside the boundaries of the City of Barstow unless authorized by the unit coordinator.
- (d) It shall be the responsibility of the canine handler to coordinate with outside agency personnel to determine the intended use of the canine and to minimize the risk of injury to all involved persons.

**318.3.2 REQUEST FOR PUBLIC DEMONSTRATIONS**

All requests for public demonstration by a canine unit shall be approved by the unit coordinator and/or the Chief of Police prior to making any commitment.

Handlers shall not demonstrate any apprehension work to the public unless authorized to do so by the unit coordinator.

**318.4 SELECTION OF CANINE HANDLERS**

The following are the minimum qualifications for the assignment of a canine handler:

- (a) A sworn member of the Barstow Police Department, currently not on any City or department probation.
- (b) Reside in an adequately fenced, single-family residence (fencing must be a minimum five feet in height with locking gates where the canine will be housed).
- (c) Have a garage which can be secured and accommodate a canine vehicle.
- (d) Live within 45 minutes travel time from the Barstow City limits.

# Barstow Police Department

## Policy Manual

### Canine Program

---

- (e) Agree to be assigned to the position for a minimum of three years.

#### **318.5 CANINE HANDLER RESPONSIBILITIES**

The canine handlers will conduct themselves and their canines in a professional and dignified manner at all times. Whenever a handler is in the department or in public, the handler will keep his canine in strict control and obedience, as to not create an unsafe or intimidating atmosphere.

##### **318.5.1 AVAILABILITY**

The canine team is subject to call-out, when available, although the canine team is not in an official stand-by status. All call-outs of any canine team must be approved by the canine coordinator.

##### **318.5.2 CARE FOR THE CANINE AND EQUIPMENT**

The canine handler shall be responsible for the maintenance, care, and feeding of the canine and shall ensure that the canine receives proper nutrition, grooming, training, medical care, affection, and living conditions. The handler will be responsible specifically, but not limited to, the following:

- (a) Unless required by a particular application, the handler shall not expose the canine to any foreseeable and unreasonable risk of harm.
- (b) The handler shall maintain all department equipment under his/her control in a clean and serviceable condition and when not on duty shall maintain the canine unit in a garage, secured from public view.
- (c) When a handler takes a vacation or extended number of days off, the assigned canine vehicle shall be maintained at the police department facility.
- (d) 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 conditions and equipment conform to this policy.
- (e) Any changes in the 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.
- (f) When off-duty, canines shall be maintained in kennels, provided by the City, at the homes of their handlers. When a canine is kenneled at the handler's home, the gate shall be secured with a lock. When off-duty, canines may be let out of their kennels while under the direct control of their handlers.
- (g) Under no circumstances will the canine be lodged at any other location unless approved by the unit coordinator.
- (h) When off-duty, handlers shall not involve their canines in any activity or conduct unless approved in advance by the unit coordinator or watch commander.
- (i) 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

# Barstow Police Department

## Policy Manual

### Canine Program

---

shall give reasonable notice to the unit coordinator so that appropriate arrangements can be made.

#### 318.5.3 CANINE IN PUBLIC AREAS

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 canines are trained.

- (a) Canines shall not be left unattended in any area to which the public may have access.
- (b) When the canine unit is left unattended all windows and doors shall be secured in such a manner as to prevent unauthorized access to the dog. The handler shall also insure that the unattended unit remains inhabitable for the canine.

#### 318.5.4 HANDLER COMPENSATION

The canine handler shall be compensated for time spent in the care, feeding, grooming and other needs of the dog as provided in the Fair Labor Standards Act. The compensation shall be prescribed in the employee's Memorandum of Understanding.

#### 318.6 MEDICAL CARE OF THE CANINE

All medical attention shall be rendered by the pre-designated canine veterinarian, except during an emergency as provided in Policy Manual § 318.6.2.

##### 318.6.1 NON-EMERGENCY MEDICAL CARE

Non-emergency medical care will be coordinated through the unit coordinator.

Any indication that a canine is not in good physical condition shall be reported to the unit supervisor or the unit coordinator as soon as practical.

All records of medical treatment shall be maintained in the canine handler's personnel file.

##### 318.6.2 EMERGENCY MEDICAL CARE

The handler shall notify the unit coordinator, unit supervisor, or on-duty watch commander as soon as practicable when emergency medical care for the canine is required.

Depending on the severity of the injury or illness, the canine shall either be treated by the designated veterinarian or transported to a designated emergency veterinarian clinic for treatment. If the handler and dog are out of the area and the injury/illness appears severe, the handler may use the nearest available emergency veterinarian clinic.

#### 318.7 TRAINING

Before assignment in the field, each canine team shall be trained and certified to meet current POST standards. Cross-trained dog teams or those dog teams trained exclusively for the detection of narcotics and/or explosives shall be trained and certified to meet the standards established for such detection dogs by the California Narcotic Canine Association or other recognized and approved certification standards.

**Barstow Police Department**  
Policy Manual

**Canine Program**

---

The unit coordinator shall schedule, as necessary, periodic training for all sworn department personnel in order to familiarize them with how to conduct themselves in the presence of department canines.

**318.7.1 CONTINUED TRAINING**

After their initial certification training, each canine team shall thereafter be recertified to current POST standards and the California Narcotic Canine Association or other recognized and approved certification standards on an annual basis. Additional training considerations are as follows:

- (a) Canine teams shall receive training as defined in the current contract with the department's canine training provider.
- (b) Canine handlers are encouraged to engage in additional training with approval of the Unit Coordinator.
- (c) To ensure that all training is consistent, no handler, trainer, or outside vendor is authorized to train to a standard that is contrary to the policies of the Barstow Police Department.
- (d) All canine training shall be conducted while on-duty unless otherwise approved by the Unit Coordinator or Unit Supervisor.

**318.7.2 FAILURE TO SUCCESSFULLY COMPLETE POST TRAINING**

Any canine unit failing to complete POST canine certification and, if cross-trained, the California Narcotic Canine Association or other recognized and approved certification standards shall not be deployed in the field until certification is achieved. When practical, pending successful certification, the canine handler shall be temporarily reassigned to regular patrol duties.

**318.7.3 TRAINING RECORDS**

All canine training records shall be maintained in the canine handler's training file.

All canine training records shall be submitted to the unit supervisor no later than the 10th day of the following month. Only exceptions approved by the unit coordinator will be allowed.

**318.8 CANINE UNIT SUPERVISION AND COORDINATION**

The Barstow Police Department Canine Program shall be supervised by a patrol division sergeant, as assigned by the Chief of Police or his/her designee. The Barstow Police Department Canine Program shall be coordinated by the patrol division commander.

**318.8.1 CANINE PROGRAM SUPERVISOR**

The Canine Unit Supervisor shall be responsible for the direct supervision of the Barstow Police Department Canine Program and shall report to the Canine Unit Coordinator. The Canine Unit Supervisor shall be responsible for the following:

- (a) Review all canine reports, including:
  - (a) Activity Logs
  - (b) Training Reports

# Barstow Police Department

## Policy Manual

### Canine Program

---

- (c) Use Report
- (b) Forward all canine reports and logs to the unit coordinator for review and filing.
- (c) Maintain liaison between all department personnel, sworn and non-sworn.
- (d) Recommend necessary equipment or training needs to the unit coordinator.
- (e) Periodically attend canine training sessions.
- (f) Ensure the canine teams are scheduled for continuous training to maximize the capabilities of the teams.

#### 318.8.2 CANINE PROGRAM COORDINATOR

The Canine Unit Coordinator shall be responsible for the overall coordination of the Barstow Police Department Canine Program. The Canine Unit Coordinator shall be responsible for the following:

- (a) Maintain copies of all approved canine reports and logs.
- (b) Maintain liaison with the canine vendor kennel.
- (c) Oversee the procurement of needed equipment and services for the canine unit.
- (d) Responsible for scheduling of all canine community events.
- (e) Maintain all sales receipts for canine equipment and food, and authorize veterinary care procedures.
- (f) Authorize boarding and any additional care procedures for canine units during vacations, extended leaves of absences, and return of the canine at the end of officer service.

#### 318.9 CONTROLLED SUBSTANCE TRAINING AIDS

Controlled substance training aids are required to effectively train and maintain drug detecting dogs. Further, controlled substances can also be an effective training aid during training sessions for law enforcement personnel and the public.

Health & Safety Code § 11367.5 provides that any Sheriff, Chief of Police, the Chief of the Bureau of Controlled Substance Enforcement, or the Commissioner of the California Highway Patrol, or a designee thereof may, in his or her discretion, provide controlled substances in his or her possession for training purposes:

- (a) To any duly authorized peace officer or civilian drug detection canine trainer working under the direction of a law enforcement agency
- (b) Provided the controlled substances are no longer needed as criminal evidence
- (c) Provided the person receiving the controlled substances, if required by the Drug Enforcement Administration, possesses a current and valid Drug Enforcement Administration registration that specifically authorizes the recipient to possess controlled substances while providing substance abuse training to law enforcement or the community or while providing canine drug detection training



# Barstow Police Department

## Policy Manual

### Canine Program

---

#### 318.9.1 PROCEDURES

Due to the responsibilities and liabilities involved with possessing readily usable amounts of controlled substances and the ever-present danger of accidental ingestion of these controlled substances by the canine, the following procedure shall be strictly followed:

- (a) All necessary controlled substance training samples shall be acquired from the Barstow Police Department's evidence personnel or from allied agencies authorized by Health & Safety Code § 11367.5 to provide controlled substance training samples. All controlled substance training samples shall be weighed and tested prior to dispensing to the individual canine handler.
- (b) The weight and test results shall be recorded and maintained by this department.
- (c) Any person receiving controlled substance training samples pursuant to Health & Safety Code § 11367.5 shall maintain custody and control of the controlled substances and shall keep records regarding any loss of, or damage to, those controlled substances.
- (d) All controlled substance training samples will be stored in locked metal boxes at all times, except during training. The locked metal boxes shall be secured in the trunk of the canine handler's assigned patrol unit, or stored in a locked evidence locker. There are no exceptions to this procedure.
- (e) The Canine Unit Coordinator shall periodically inspect every controlled substance training sample for damage or tampering and take any appropriate action.
- (f) Any unusable controlled substance training samples shall be returned to the Property and Evidence Section or to the dispensing agency.
- (g) All controlled substance training samples shall be returned to the dispensing agency upon the conclusion of the training or upon demand by the dispensing agency.

#### 318.9.2 IMMUNITY

All duly authorized peace officers acting in the performance of their official duties and any person working under their immediate direction, supervision or instruction are immune from prosecution under the Uniform Controlled Substance Act while providing substance abuse training or canine drug detection training (Health & Safety Code § 11367.5(b)).

#### 318.10 EXPLOSIVE TRAINING AIDS

Explosive training aids are required to effectively train and maintain the skills of explosives detection dogs and can also provide effective training for law enforcement personnel and the public. Peace officers are permitted by law to possess, transport, store or use explosives or destructive devices while acting within the scope and course of employment (Penal Code § 18800). Explosive training aids designed specifically for K-9 teams should be used whenever feasible. Due to the safety concerns in the handling and transportation of explosives, inert or non-hazardous training aids should be employed whenever feasible. The use of explosives or destructive devices for training aids is subject to the following requirements:

# Barstow Police Department

## Policy Manual

### Canine Program

---

- (a) All explosive training aids, when not in use, shall be properly stored in a secure facility appropriate for the type of materials they contain.
- (b) An inventory ledger shall be maintained to document the type and quantity of explosives training aids held by the Canine Unit.
- (c) The Canine Coordinator shall be responsible to verify the explosives training aids on hand against the inventory ledger once each quarter.
- (d) Only members of the Canine Unit shall have access to the explosives training aid storage facility.
- (e) A primary and secondary custodian will be designated to minimize the possibility of loss of explosive training aids during and after the training. Generally, the handler will be designated as the primary custodian while the trainer or second person on scene will be designated as the secondary custodian.
- (f) Any lost or damaged explosives training aid shall be promptly reported to the Unit Supervisor in writing who will determine if any further action will be necessary. Any loss of explosives will be reported to the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF).