

UPDATED REPORTING LANGUAGE AND RELATED SECTIONS

300.6 REPORTING REQUIREMENTS

Any use of force described in 300.6.2 shall be documented promptly, completely and accurately in an appropriate report, depending on the nature of the incident. The officer should

articulate the factors perceived and why he/she believed the use of force was reasonable under the circumstances. Whenever an officer or employee uses Oleoresin Capsicum (pepper spray) he or she must also complete a "Use of Pepper Spray Report"

Any incident involving deadly force will be investigated under the protocols outlined in Policy P-12

A use of force report is not required when a person is handcuffed, searched, or subject to a control hold and there is no injury or complaint of injury.

Absent any factors outlined in Section 306.2 officers shall document the following actions in a police report, citation, Field Interview, and / or CAD entry. Supervisors will review police report narratives for approval:

- Control Hold / Pressure point application
- Grab
- Application of bodyweight
- Lowering a subject to a seated position or to the ground while partially or completely supporting the person's body weight.

300.6.1 INTENTIONALLY POINTING A FIREARM AT AN INDIVIDUAL

Whenever an officer intentionally points a firearm at an individual they shall document the occurrence on a Blue Team report. Officers shall articulate the facts that lead them to point a firearm at an individual and advise a supervisor prior to the end of shift so they can review the report documenting the incident. Officers are not required to document drawing or deploying a firearm if they do not intentionally point it at a subject.

306.2 NOTIFICATION TO SUPERVISORS

Supervisory notification shall be made as soon as practicable following the application of force in any of the following circumstances:

- The application caused a visible injury.
- The application would lead a reasonable officer to conclude that the individual may have experienced more than momentary discomfort.
- The individual subjected to the force complained of injury or continued pain as a result of the use of force.
- Any application of less than lethal munitions or pepper spray.
- The individual was struck by a baton
- The individual subjected to the force was rendered unconscious.
- The individual was struck with a personal body weapon or was subjected to a take-down.

- An individual alleges any of the above has occurred.

300.8 SUPERVISOR RESPONSIBILITY

When a supervisor is able to respond to an incident in which there has been a reported application of force as defined in 300.6.2 and the scene is secure, the supervisor is expected to:

- (a) Obtain the basic facts from the involved officers. Absent an allegation of misconduct or excessive force, this will be considered a routine contact in the normal course of duties.
- (b) Ensure that any injured parties are examined and treated.
- (c) Once any initial medical assessment has been completed or first aid has been rendered, ensure that photographs have been taken of any areas involving visible injury or complaint of pain, as well as overall photographs of uninjured areas. These photographs should be retained until all potential for civil litigation has expired.
- (d) Identify any witnesses not already included in related reports.
- (e) Review and approve all related reports
- (f) Review body worn camera footage related to the incident.