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1. GENERAL INFORMATION

- A. Sanctity of Life – The Department respects the dignity of all persons and recognizes the sanctity of human life, rights, and liberty.
- B. The policies of the Department are set forth as follows:
 - Physical force
 - Less-lethal force
 - Deadly force
 - * Officers are trained to utilize deadly physical force when it is necessary to prevent serious physical injury or death to self or a third party as defined in state law.
 - Lethal weapons and equipment
- C. Sworn employees and affected civilian employees will be trained and instructed in these policies before employing any of the weapons, tactics, or techniques.
 - Affected civilian employees include police assistants (Transit Unit/Downtown Operations Unit (DOU)/patrol), municipal security guards, and those assigned to the Central Booking Detail.
- D. Only Department-issued or approved weapons, equipment, and chemical agents will be authorized.

2. DEFINITIONS

A. Reasonable Belief	<ul style="list-style-type: none"> When the facts and circumstances cause a reasonable and prudent law enforcement officer to act or think in a similar way under the circumstances
B. Less-lethal Force	<ul style="list-style-type: none"> Is a tactic when properly applied has minimal or no risk of causing death
C. Deadly Force	<ul style="list-style-type: none"> Any tactic or use of force that creates a substantial risk of causing death or serious physical injury, such as the use of a firearm
D. Serious Physical Injury	<ul style="list-style-type: none"> A bodily injury that creates a reasonable risk of death, causes serious and permanent disfigurement, or results in long term loss or impairment of the functioning of any bodily member or organ
E. Excessive Force	<ul style="list-style-type: none"> The application of an unreasonable amount of force in a given incident based on the totality of the circumstances
F. Types of Resistance	<ul style="list-style-type: none"> Psychological Intimidation - Non-verbal cues indicating subject's unwillingness or threats through attitude, appearance, and physical readiness Verbal Non-Compliance - Verbal responses indicating unwillingness or threats Passive Resistance - Physical actions that do not prevent an officer's attempt to control Defensive Resistance - Physical actions that attempt to prevent an officer's control, but does not involve attempts to harm the officer <ul style="list-style-type: none"> * Based on this definition, solely running from officers does not constitute defensive resistance. Active Aggression - Physical actions of assault Aggravated Active Aggression - Deadly force encounter
G. Response Options	<p>The option used is determined by the totality of the circumstances.</p> <ul style="list-style-type: none"> Presence - Identification of authority Verbal Direction - Commands of direction or arrest <ul style="list-style-type: none"> * Includes the use of a long range acoustic device (LRAD) Soft Empty Hand Control and Restraining Devices - Techniques that have a minimal chance of injury <ul style="list-style-type: none"> * Restraining Devices - Handcuffs, Ripp restraint, ankle cuffs, shackles

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2. **DEFINITIONS** (Continued)

G. Response Options (Continued)	<ul style="list-style-type: none"> • Chemical Weapons - Oleoresin capsicum (OC), Chloroacetophenone (C/N), and 2-Chlorobenz Electronic Control Device (ECD): for example, Taser • Intermediate Control Techniques - Techniques that have a probability of injury <ul style="list-style-type: none"> * Hard Empty Hand Control * Impact Weapons * Stunbag Shotgun * Canine (K9) Application • Carotid Control Technique • Deadly Force
H. De-Escalation/ Escalation Strategies	<p>De-escalation is defined as an employee/s intent to resolve an incident as safely as possible to protect the public and persons involved by reducing the danger through the use of tactics, techniques, and force options.</p> <ul style="list-style-type: none"> • When use of force is needed, employees will assess each incident to determine, based on policy, training, and experience, which use of force option will de-escalate the situation and bring it under control. • With de-escalation strategies, there are three possible resolutions and in each case, the scene has been de-escalated if the subject no longer poses a danger to innocent people/employees. <ul style="list-style-type: none"> * The subject chooses to be taken into custody. * Some form of coercion, including less-lethal force, is used and the subject submits or can safely be taken into custody. * The situation has been escalated by the subject's actions to the point of extreme violence directed at innocent persons/employees to the point that lethal force must be used to de-escalate the situation.

3. **GENERAL POLICY**

- A. It is the policy of the Department to use a reasonable amount of force to conduct lawful public safety activities.
- B. The response option employed will be reasonable and based on the totality of circumstances.
 - (1) Employees involved in the use of force have the responsibility of providing the facts and circumstances they believe justified the use of force by completing the necessary reports, memorandums, etc.
 - (2) Circumstances that may govern the reasonableness of using a particular force option include, but are not limited to:
 - The severity of the crime
 - Whether the subject poses an immediate threat to the safety of officers or others
 - Whether the subject is actively resisting arrest or attempting to evade arrest by flight
 - (3) Elements of Force - Employees need to consider the following:
 - (a) Ability - Does the subject have the apparent physical means to cause harm?
 - Employees must also evaluate his/her ability to handle the threat posed by the subject.
 - (b) Opportunity - The circumstances are such that the subject has the apparent ability to harm the employee/s or others.
 - Distances, barriers, and opportunities for both the subject/s and employee/s should be taken into account.

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3. B. (3) (c) Jeopardy - Is the subject causing an imminent and immediate threat to the employee/s or others?
- Denotes actions, cues, or indicators demonstrated by the subject.
- (d) Preclusion - All other alternatives have been reasonably considered and cannot be employed in a safe manner based on the totality of the circumstances the employee/s or others are facing.
- C. All sworn employees will intervene, if a reasonable opportunity exists, when they know or should know another employee is using unreasonable force.
- All sworn employees will immediately report excessive force verbally to a supervisor.
- D. Medical Treatment - Employees are responsible for requesting medical treatment for subjects against whom force was used.
- Any time there is an injury, or an alleged injury, as a result of force used by Department personnel, employees will:
 - * Examine any person claiming injury and render first aid, if necessary.
 - * Request paramedics to respond to the scene, if appropriate.
 - * Immediately notify a supervisor.
- E. The techniques taught by the Department's proficiency skills instructors will be used when practical.

4. RESPONSE OPTIONS

A. Presence

- Presence is established through identification of authority.
 - * The presence of a K9 at a scene falls under this parameter.

- B. Verbal Persuasion, Negotiation, or Command - Includes instruction or direction from an officer in the form of verbal statements or commands and includes the use of a long range acoustic device (LRAD).

(1) Long Range Acoustic Device (LRAD)	<ul style="list-style-type: none"> • A highly intelligible communication system used to send voice messages and alert tones long distances • Includes the LRAD 100X backpack model and LRAD 500 model which may be used during the following incidents: <ul style="list-style-type: none"> * Protests/demonstrations * Marches/parades * Special events with large crowds * Emergency evacuations * Any other event with an assistant chief approval • Will only be used as specified in the manufacturer's operations and safety instructions and as approved by the City's/Department's industrial hygienist <ul style="list-style-type: none"> * Prior to use, set back distances will be verified with a laser range finder to ensure decibel levels do not exceed 113 decibels for the intended target listener.
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4. B. Verbal Persuasion, Negotiation, or Command - Includes instruction or direction from an officer in the form of verbal statements or commands and includes the use of a long range acoustic device (LRAD) (Continued)

(1) Long Range Acoustic Device (LRAD) (Continued)	<ul style="list-style-type: none"> • <u>Alert Tones</u> <ul style="list-style-type: none"> * Use requires the incident commander's approval * Will only be used to gain the attention of the public when they do not respond/comply with the voice messages * Will be a two (2) to five (5) seconds only continuous tone * Only one alert tone may be used before returning to voice messaging (does not prohibit the use of additional alert tones as long as each two (2) to five (5) seconds alert tone is followed by a voice message). • <u>Authorized Personnel</u> - Only the below employees who are trained and certified in the safe operation of an LRAD may utilize an LRAD. <ul style="list-style-type: none"> • Sworn employees assigned to the Downtown Operations Unit (DOU) and/or Tactical Response Unit (TRU) • Under no circumstances will the Department take any steps to weaponize the LRAD to inflict harm upon the public. • Misuse of the LRAD shall be subject to discipline. • Education and demonstrations will be incorporated in future Citizen Police academies and Police Chief's Advisory Board meetings.
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- C. Soft Empty Hand Techniques and Restraining Devices - These techniques have a minimal chance of injury.

(1) Control and restraint techniques include, but are not limited to:

- Wrist locks
- Joint locks
- Pressure points
- Handcuffing (metal, plastic, or soft restraint devices)
- Restraining devices such as Ripp restraints, ankle cuffs, and shackles (transport use only)
- Smear technique
- Harness technique

(2) Employees **will not** restrain subjects with their legs behind their back (hog-tying).

- D. Tripping/Tackling - Techniques not taught through defensive tactics instruction but natural methods that are commonly utilized to take subjects into custody with minimal chance of injury.

- E. Chemical Agents - The use of authorized chemical agents is considered a less-lethal tactic.

(1) Oleoresin Capsicum (OC) Spray	<p>May be used when reasonable and justified in the following situations:</p> <ul style="list-style-type: none"> • To prevent the possibility of injury to an officer or another person • To ward off threatening dogs or other animals • In tactical building entries, such as search warrants • To subdue a person who is: <ul style="list-style-type: none"> * Threatening or attempting physical harm to himself or another * Resisting an arrest * Rioting * Interfering with an arrest
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4. E. Chemical Agents (Continued)

<p>(1) Oleoresin Capsicum (OC) Spray (Continued)</p>	<p><u>Carrying Procedures</u></p> <ul style="list-style-type: none"> • <u>Uniformed Employees</u> <ul style="list-style-type: none"> * All uniformed employees will be trained in the use of OC spray. * Mandatory equipment which will be attached to the gun belt and carried at all times while on duty. * It will be carried with the canister in an upright position. • <u>Undercover Operations</u> - Carrying OC spray is optional for sworn employees assigned to undercover operations. • <u>Civilian Employees</u> - Because civilian employees do not have arrest powers and the training necessary to restrain aggressive individuals, those civilians authorized to carry OC spray will utilize this as a defensive tool in an effort to gain time and distance from an attacking subject. <ul style="list-style-type: none"> * Civilian employees may voluntarily engage individuals who, by their verbal or non-verbal actions, are engaging in aggressive behavior that may result in a physical attack to the employee. <p><u>Directions for Use</u></p> <ul style="list-style-type: none"> • Employees using the 1.6-ounce OC spray will direct a one-second burst into the face of the subject; effective range is normally 10 - 12 feet. • Employees using the 3/4-ounce spray will direct a one-second burst into the face of the subject; effective range is normally 10 - 12 feet. • Do not use within three (3) feet of a subject as soft tissue damage could occur • The subject should be immediately handcuffed and moved to a well-ventilated area; medical help will be requested if a subject complains or displays any severe or abnormal reaction to the spray. • Employees will not unnecessarily display or handle any OC spray. • When the circumstances justifying the use of OC spray no longer exist, OC spray will immediately be discontinued. <ul style="list-style-type: none"> * Employees still may use reasonable force to maintain control and to protect themselves from danger. <p><u>Post-Use Care</u></p> <ul style="list-style-type: none"> • Warm water can be used to flush the eyes without rubbing. • If water is not available, the Fire Department will be called to the scene. • Subjects should recover within 45 minutes; however, the intense sensation of skin burning may persist for 30 to 90 minutes after exposure. • Salve or ointments should not be used on affected areas. • Subjects sprayed with OC will not be left unattended. • Paramedics will be called to the scene if a subject exposed to OC spray complains or displays any severe or abnormal reaction to the spray at any time. • Employees will continue to provide post-use care to the subject until the subject has recovered from the effect of the spray. • Employees will not lay subjects on their stomach. • Civilian employees will follow the proper directions for use as prescribed for sworn employees and will notify Communications that OC spray has been deployed. <ul style="list-style-type: none"> * The employee will make efforts to maintain a visual on the subject and direct sworn officers to the location for disposition and post-use care. * Once sworn employees arrive, post care procedures will be implemented.
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4. E. Chemical Agents (Continued)

(2) Oleoresin Capsicum Spray Mark-9 Canister 18.34 ounce	<p><u>Authorized Personnel</u></p> <ul style="list-style-type: none"> Supervisors Officers of the Special Assignments Unit (SAU), Fugitive Apprehension Investigations Detail (FAID), Downtown Operations Unit (DOU), and Tactical Response Unit (TRU) K9 handler <ul style="list-style-type: none"> Supervisors may direct an officer to deploy the Mark 9 canister when reasonable to do so. <p><u>Directions for Use</u></p> <ul style="list-style-type: none"> Employees using the Mark-9 canister OC spray will direct a one-second burst into the face of the subjects from a minimum distance of 15 feet. The effective range is normally 20-25 feet. Employees using the Mark-9 canister OC spray in a riot control situation should direct the spray face level, from a minimum distance of 15 feet, into the crowd until the desired effect is achieved. Employees will not unnecessarily display or handle any OC Spray Mark 9 canister 18.34 ounce. Tactical chemical agents are considered less-lethal weapons. Detailed training, deployment procedures, and tactical considerations are found in the appropriate bureau manuals.
(3) Tactical Chemical Agents	<p><u>Delivery Systems</u></p> <ul style="list-style-type: none"> Isper Jet 37mm Gas Delivery System <ul style="list-style-type: none"> Ferret rounds will not be directed at individuals due to the possibility of serious injury if the round strikes a person. Ferret rounds will not be used against moving vehicles. <p><u>Authorization for Use</u></p> <ul style="list-style-type: none"> The use of tactical chemical agents will be limited to those officers and supervisors specifically authorized and trained in their use. SAU and DOU are responsible for tactical chemical agent training; grenadier 1 and 2 levels, and will maintain the roster of officers certified to deploy chemical agents. SAU, DOU, and TRU supervisors may authorize use of tactical chemical agents.

F. Electronic Control Devices (ECD) - Use is considered a less-lethal tactic.

(1) Guidelines For Use	<ul style="list-style-type: none"> ECDs, such as the Taser, use compressed nitrogen gas to propel probes and wires that conduct electrical energy which overrides a subject's central nervous system, attempting to temporarily stop the subject's actions. ECDs may be used when it is objectively reasonable based on the totality of the circumstances, on subjects who are displaying active aggression, or who are placing an officer or a third party in reasonable apprehension of imminent physical injury, or to prevent a subject from harming him/herself. The following circumstances should be considered prior to use: <ul style="list-style-type: none"> Is the subject posing an imminent threat to the safety of officers, a third party, or him/herself? What is the severity and violence level of the crime? Does the subject have a history of violent behavior? If an arrest team is not available, is it feasible to delay deployment to wait for one? When the circumstances justifying the use of an ECD no longer exist, the ECD will immediately be discontinued. <ul style="list-style-type: none"> Employees still may use reasonable force to maintain control and to protect themselves or others from danger when such force can be justified through the totality of the circumstance
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4. F. Electronic Control Devices (ECD) (Continued)

<p>(1) Guidelines For Use (Continued)</p>	<ul style="list-style-type: none"> • ECDs will not be used for any of the following: <ul style="list-style-type: none"> * Coercion <p><u>EXCEPTION:</u> A warning Arc combined with the proper verbal warning may be used as coercion in situations that would likely result in a justified deployment of the ECD.</p> * Against subjects solely for running from the officer * Against a subject who would be in danger of falling from a significant height * When subjects are near flammable liquids and gases * Intimidation by reckless display * Escorting or prodding individuals * Waking unconscious or intoxicated individuals * Individuals operating a motor vehicle * Individuals holding a firearm when their finger is on the trigger * Handcuffed prisoners resisting/refusing to enter a police vehicle, holding room, or hanging onto a railing or other item, etc. <p><u>NOTE:</u> The Department currently uses a nitrogen propellant OC spray; however, employees need to use caution in incidents involving other jurisdictions which might be using an alcohol based OC spray.</p> • Employees will avoid using ECDs against the following subjects, unless employees can articulate other reasonable force options have been tried or were unlikely to succeed: <ul style="list-style-type: none"> * Female subjects known to be pregnant or who are visibly pregnant * Elderly subjects * Young children * Handcuffed prisoners • The following should be considered prior to using the device on subjects in water: <ul style="list-style-type: none"> * Any significant amount of water may cause the subject to drown and will hinder other officers assisting in the apprehension of the subject. * Deep water reduces the target area. • Employees requested to provide ECD demonstrations to groups and organizations will first obtain permission from their bureau/precinct commander. • Employees shall not carelessly or recklessly display the ECD. <p><u>Tactical Considerations</u> - When deploying an ECD, employees:</p> <ul style="list-style-type: none"> • Will announce deployment to prevent contagious fire. • Will communicate with other employees upon arriving at the scene. • Will, when practical, have an arrest team available. • Will consider whether other options exist when dealing with mental health or excited delirium subjects. <ul style="list-style-type: none"> * If an exigency exists for ECD use, the circumstances regarding the decision will be explained in the Incident Report (IR). • Will, when practical, give a verbal warning and consider the brief use of the warning Arc function to give the subject adequate opportunity to comply before force is applied. • Should, if inside nine (9) feet, deploy in two authorized locations on the body far enough away from each other to create neuromuscular incapacitation (NMI) and then use the Arc button to activate all deployed probes. • May, if outside of nine (9) feet, deploy the ECD for one 5-second cycle, evaluate the subject's response, and, when feasible, allow the arrest team to control the subject. <ul style="list-style-type: none"> * Subsequent deployment may be administered if control over the subject is not achieved. * If the ECD is ineffective or inoperable, consider another force option.
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4. F. Electronic Control Devices (ECD) (Continued)

(1) Guidelines For Use (Continued)	<p><u>Tactical Considerations</u> - When deploying an ECD, employees: (Continued)</p> <ul style="list-style-type: none"> • Will, if it is determined an extended cycle is necessary to control a combative suspect, explain the circumstances regarding the decision in the IR. • Should only apply the number of cycles reasonably necessary to safely approach and restrain a subject (a limit to the number of cycles that may be administered to a subject has not been determined). <p><u>Primary Target Areas for Probe Deployment</u></p> <ul style="list-style-type: none"> • Center mass of the subject's back <p><u>Secondary Target Areas for Probe Deployment</u></p> <ul style="list-style-type: none"> • If unable to fire at the subject's back, employees will fire at either side of the body attempting to aim below the diaphragm. • If unable to fire at the subject's back or sides of his/her body, employees should target the lower front torso just above the belt line allowing the bottom probe to strike the legs. • The groin area will not be intentionally targeted. <p><u>Target Areas for Drive Stun</u></p> <ul style="list-style-type: none"> • Muscle or nerve points on the front, back, side, legs and arms (radial nerve, brachial plexus tie-in, common peroneal, etc.) <p><u>Close Deploy and Redirect</u> - This technique may be used when proximity to the subject would not result in a probe spread large enough to achieve NMI.</p> <ul style="list-style-type: none"> • Under exigent circumstances; for example, cartridge malfunction, employees may deploy probes at close range and then redirect a drive stun to an area of the body at a distance great enough to achieve NMI. <ul style="list-style-type: none"> • ECDs equipped with Rotational Pulse Drive technology incorporate Smart Cartridges which, when working properly, can be deployed in a semi-automatic mode; therefore employees may deploy in two (2) authorized locations on the body far enough away from each other to create NMI and then back away using the Arc button to activate all deployed probes. <p><u>Non-Target Areas</u></p> <ul style="list-style-type: none"> • Head, neck, female breast, and groin <p><u>Probe Deployment Ranges for Patrol</u></p> <ul style="list-style-type: none"> • Maximum range 25 feet for Smart Cartridge • Preferred range nine (9) to 18 feet for 25 foot Smart Cartridge <p><u>Medical Treatment</u></p> <ul style="list-style-type: none"> • Paramedics will be requested for the following: <ul style="list-style-type: none"> * Probe penetrates the skin, or if the probes penetrate the clothing and the cycle is effective * If multiple drive stun applications are delivered • Prior to paramedic care, ECD operators should remove probes from the subject while wearing latex gloves. • Do not remove probes from the subject's eyes, face, throat, or groin. • Any medical complications will be reported to paramedics. • A supervisor will be notified and respond to the scene. <p><u>Authorized Personnel</u></p> <ul style="list-style-type: none"> • Only employees who are trained and certified by Training Bureau staff are authorized to carry and deploy the ECD. • ECD operators will receive training and recertify annually.
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4. F. Electronic Control Devices (ECD) (Continued)

(1) Guidelines For Use (Continued)	<p><u>Authorized Equipment</u></p> <ul style="list-style-type: none"> • Employees will only carry one (1) authorized ECD device (Taser X2). • First responders who have been certified and issued an ECD will carry the device on their person and a minimum of two (2) cartridges at all times. • ECD holsters worn on the belt will be on the support side (opposite side of the primary handgun) in a “cross draw” orientation. <ul style="list-style-type: none"> * The Safariland 6005-10 in black with a single leg strap is the only optional authorized drop-leg ECD holster (employees wearing this option will wear the holster/platform and ECD attached to the duty belt and wearer’s leg in order to be in compliance with this policy). • ECD holsters worn on an outer vest carrier must be in compliance with the appropriate Operations Order 3.15, Uniform Policy, and addenda. <p><u>EXCEPTION:</u> Tactical Support Bureau (TSB) personnel may wear an ECD holster on an outer of vest carrier in compliance with the TSB manual.</p> <ul style="list-style-type: none"> • Sworn employees assigned to specialty details will carry an ECD in accordance with approved procedures authorized by the respective bureau commander. • Employees working in a non-uniform capacity that have a Department-issued ECD will have the device available in the passenger compartment of their City vehicle. • Employees who have a Department-issued ECD and are working in an off-duty capacity will carry the device as if they were in an on duty status. • Exceptions may be made by the employee’s bureau/precinct commander. • Certified civilian detention officers will carry their ECD in accordance with this policy. <p><u>Use on Animals</u></p> <ul style="list-style-type: none"> • Employees may deploy an authorized ECD to incapacitate dangerous animals posing an immediate threat to officers or the public. • Employees should consider containment of the animal and request assistance from the Maricopa County Animal Care & Control (MCACC). • Follow the reporting and impounding procedures as outlined in section 6.A.(3) of this order.
(2) General Information	<p><u>Storage and Tracking Data</u></p> <ul style="list-style-type: none"> • New ECDs will be entered into www.evidence.com prior to being placed into service. <ul style="list-style-type: none"> * The ECD serial number and the officer’s name and serial number to whom the device is assigned will be kept current for as long as the program is in use. • Each bureau/precinct will maintain a log which will contain the following information: <ul style="list-style-type: none"> * The serial numbers of the cartridges assigned to each officer * The reason a new cartridge was issued (training, defective, use of force incident, etc.) * IR number if the cartridge was fired during a use of force incident • Police Supply is responsible for ordering extra cartridges and Power Magazines and keeping an extra supply of ECDs to replace those which are inoperable or taken due to an investigation. • Each bureau/precinct will maintain extra duty cartridges and Power Magazines. • Upon transfer from a first responder assignment, officers will immediately turn in their ECD, holster, battery, and cartridges to administrative staff of the assignment they are leaving so the equipment can be returned to Police Supply. • Employees will inspect their ECD for damage, to insure all parts are present prior to the start of shift. • If the ECD is damaged or parts are found missing, it will be reported to a supervisor in accordance with Operations Order 3.13, Rules and Regulations. • Employees will conduct a functional test of their ECD, in accordance with established training at the beginning of each shift in order to test the operability of the ECD. • The employee’s supervisor will conduct an inspection of the ECD, ensure the device has been downloaded each month, and the results will be reflected in their supervisor notes.

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4. F. Electronic Control Devices (ECD) (Continued)

(2) General Information (Continued)	<p><u>Online Firmware Updates</u></p> <ul style="list-style-type: none"> Taser, Intl. publishes firmware updates online via www.evidence.com. Tasers must be connected monthly to ensure the most current firmware is installed on the device. <p><u>Voluntary Exposures</u></p> <ul style="list-style-type: none"> It is not the practice of the Department to conduct voluntary exposures as a requirement for user or in-house instructor certification or during Department approved ECD demonstrations.
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G. Intermediate Control Techniques - Techniques that may result in injury.

(1) Hard Empty Hand Techniques	<p><u>These include but are not limited to:</u></p> <ul style="list-style-type: none"> Closed fist strikes Hammer fist strikes Palm-heel strikes Impact pushes Kicks Knee strikes Elbow strikes Head strikes <p><u>Guidelines for Use</u></p> <ul style="list-style-type: none"> Areas to avoid are the throat, spine, sternum, and kidneys. Hard empty hand techniques may be used when facing the active aggression level of resistance. When the circumstances justifying the use of hard empty hand techniques no longer exist through the use of applied de-escalation strategies, hard empty hand techniques will immediately be discontinued. <ul style="list-style-type: none"> Employees still may use reasonable force to maintain control and to protect themselves from danger. Although these techniques may be used in some situations when facing passive resistance, employees will first attempt verbal persuasion and soft empty hand techniques when practical. Strikes to the face and head will only be used when reasonable as a means to overcome a violent attack. <ul style="list-style-type: none"> A supervisor will be advised and respond to the scene to view and evaluate the subject. Jail personnel will also be advised.
(2) Impact Weapons	<p><u>Straight, Side-handle, or Expandable Baton</u></p> <ul style="list-style-type: none"> Impact weapon strikes may be used when facing the active aggression level of resistance. Passive resistance or resistance, such as a subject's refusal to enter a police vehicle or holding room or to let go of a railing, is not sufficient in itself to justify the use of impact weapon strikes. When the use of the impact weapon is warranted, employees will attempt to strike large muscle group areas and nerve motor points where there is minimal chance of permanent injury. Employees will not purposely strike or jab suspects with an impact weapon on the head, neck, sternum, spine, lower abdomen, groin, or kidneys unless faced with a deadly force situation. When the circumstances justifying the use of impact weapons no longer exist, the use of impact weapons will immediately be discontinued. <ul style="list-style-type: none"> Employees still may use reasonable force to maintain control and to protect themselves from danger.

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4. G. Intermediate Control Techniques (Continued)

(2) Impact Weapons (Continued)	<u>Authorization to Carry Impact Weapons</u> <ul style="list-style-type: none"> Employees may carry impact weapons at their discretion unless specifically required otherwise. The impact weapon will meet the specifications listed in Operations Order 3.15, Uniform Policy. Employees who elect to carry an impact weapon must satisfactorily complete the appropriate course taught by a Department impact weapons instructor.
(3) Flashlights	<ul style="list-style-type: none"> Flashlights are not designed as impact weapons; however, a flashlight may be used as an impact weapon if a baton is not readily available. Employees will not purposely strike or jab subjects with a flashlight on the head, neck, sternum, spine, lower abdomen, groin, or kidneys unless faced with a deadly force situation.
(4) Canines (K9s)	<u>K9s are considered a less-lethal force option.</u> <ul style="list-style-type: none"> K9s will not be used for control of crowds or in any circumstances where a strong potential exists for discrediting the Department. K9s may be used to search for or apprehend felony subjects when the public or officer safety is threatened sufficiently to justify this level of force. K9s may be used to search for misdemeanor subjects; however, the animal will remain on lead unless officer safety is threatened. <u>Procedures for Deploying K9s</u> <ul style="list-style-type: none"> Whenever time and circumstances permit, a verbal warning will be given to a subject before releasing the K9 to conduct a search. An announcement identifying police authority and giving directions to the subject should be made in addition to stating the K9 will be released if the subject fails to comply. Detailed procedures for K9 use are found in Operations Order 5.3, Specialized Investigations and Assistance, and the TSB manual.
(5) Stunbag Shotguns and 37mm Direct Impact Munitions (TSB)	<ul style="list-style-type: none"> Stunbag shotguns and 37mm direct impact munitions may be used in situations where distance is necessary to maintain officer safety and the use of impact weapons is a reasonable use of force: for example, subduing a person who is threatening or attempting physical harm to himself or another. Stunbag or 37mm direct impact munition rounds should not be fired through mediums, such as glass or chain link fences, because the bag might tear and lead shot might be released. Employees should anticipate firing follow-up shots if the prior shot missed or was not effective. The affected bureau/precinct/duty commander will be immediately notified of all incidents involving the use of a stunbag shotgun or 37mm direct impact munitions. Optimal ranges for the stunbag shotgun are between five (5) feet and 20 yards. If possible, officers should consider other force options at less than five (5) feet. When the circumstances justifying the use of a stunbag shotgun no longer exist, the use of a stunbag shotgun will immediately be discontinued. <u>Target Areas</u> <ul style="list-style-type: none"> Arms Lower abdomen Buttocks Legs Back, excluding the spinal cord area from the base of the skull to the tailbone

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4. G. Intermediate Control Techniques (Continued)

(5) Stunbag Shotguns and 37mm Direct Impact Munitions (TSB) (Continued)	<u>Non-target Areas</u>
	<ul style="list-style-type: none"> • Head • Spine • Chest • Neck <p>NOTE: Shots to non-target areas can result in fatal or serious injury.</p> <p><u>Additional Information</u></p> <ul style="list-style-type: none"> • For specific guidelines reference the stunbag shotgun, refer to Operations Order 4.25, Firearms Regulations. • For specific guidelines reference the 37mm direct impact munitions, refer to the TSB manual.

H. Carotid Control Technique

(1) Guidelines	<ul style="list-style-type: none"> • The carotid control technique is designed to reduce the flow of oxygenated blood to the brain. • If oxygenated blood flow to the brain is cut off for longer than <u>four (4) to six (6) minutes</u>, irreparable brain damage may occur. • The carotid control technique is designed to reduce the flow of oxygenated blood to the brain. • If oxygenated blood flow to the brain is cut off for longer than <u>four (4) to six (6) minutes</u>, irreparable brain damage may occur. <p><u>When to Use the Carotid Control Technique</u></p> <ul style="list-style-type: none"> • The carotid control technique should only be used on subjects who are using active aggression, aggravated active aggression, or who are a threat to themselves or others. <p><u>Improper Applications of the Carotid Control Technique</u></p> <ul style="list-style-type: none"> • This technique will not be used to render a subject unconscious for the following situations: <ul style="list-style-type: none"> * Administrative reasons, such as obtaining fingerprints or photographs * If a subject demonstrates passive resistance, such as refusing to enter a police vehicle or holding room <p><u>Post-Use Care</u> - If a subject is rendered unconscious as a result of the application of this technique, employees will comply with the following:</p> <ul style="list-style-type: none"> • Immediately handcuff the subject • Roll the subject onto their side and check for vital signs (recovery time will vary, but usually takes 20 to 30 seconds) • Paramedics will be <u>immediately</u> summoned to the scene in all cases. • If cardiopulmonary resuscitation (CPR) is necessary, officers will <u>immediately</u> remove the handcuffs. <p><u>Notifications</u></p> <ul style="list-style-type: none"> • A supervisor will be notified immediately and respond to the scene. • Employees will advise receiving officers (including detention personnel who may assume custody of the subject) the subject was rendered unconscious by the use of the carotid control technique. • The use of the carotid control technique will also be reported on relevant reports, booking forms, referrals, etc.
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4. H. Carotid Control Technique (Continued)

(1) Guidelines (Continued)	<u>Restrictions</u> <ul style="list-style-type: none"> • Employees will not use the technique more than once on the same subject because of the possibility of progressive physical injury. • The subject will remain handcuffed or restrained, as necessary, to avoid subsequent applications of the carotid control technique. • Subjects who have had the carotid control technique applied will not be restrained with their legs behind their back (hog-tying).
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I. Deadly Force

(1) Guidelines	<u>Employees may use deadly force under the following circumstances:</u> <ul style="list-style-type: none"> • When such force is reasonable to protect themselves or a third person from another's use, or threatened use, of deadly force. • To prevent the escape of a subject whom the employee has probable cause to believe has committed an offense involving the infliction or threat of serious physical injury or death, and is likely to endanger human life or cause serious injury to another unless apprehended without delay. • In situations where the employee must overcome an attack the employee reasonably believes would produce serious physical injury or death to the employee or another person. <ul style="list-style-type: none"> * When the use of techniques taught by the Department's proficiency skills instructors is not practical under the circumstances, the employee may resort to any reasonable method to overcome the attack. • When the circumstances justifying the use of deadly force no longer exist, deadly force will immediately be discontinued through the utilization of de-escalation strategies. <ul style="list-style-type: none"> * Employees still may use reasonable force to maintain control and to protect themselves from danger. • Deadly force is utilized as a last resort when other measures are not practical under the existing circumstances. • The intentional use of a police vehicle against a subject on foot will be considered a use of deadly force. • Employees will not attempt to deliberately collide with other vehicles or use a police vehicle to force any vehicle off the roadway. <p><u>EXCEPTION:</u> Employees trained in the precision immobilization technique (PIT) maneuver and assigned to the Airport Bureau on Airport grounds, TSB, or dignitary protection officers when needed as part of their duties.</p> <p><u>Use of Firearms</u></p> <ul style="list-style-type: none"> • In addition to the guidelines listed above, employees will discharge firearms in connection with police activities only, and in accordance with the following policies, whether on or off duty. • Employees will not unnecessarily draw or display any firearm, or carelessly handle a firearm. • Warning shots will not be fired. • When the shooting of a subject appears imminent, employees will, if practical, issue a verbal warning. <p><u>Use of Firearms (Continued)</u></p> <ul style="list-style-type: none"> • Firearms will not be used under circumstances in which a substantial and unjustifiable risk of injury or death to bystanders exists. • Employees will not discharge a firearm from a moving vehicle. • Firearms will only be used to kill an animal posing an immediate danger to the employee or the public when other means of protection are impractical.
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4. I. Deadly Force (Continued)

(1) Guidelines (Continued)	<u>Vehicles</u> <ul style="list-style-type: none"> Weapons will not be fired solely to disable a moving vehicle. <ul style="list-style-type: none"> Weapons may be discharged at the driver or other occupant of a moving vehicle only when the employee has probable cause to believe the subject poses an immediate danger of death or serious physical injury to the employee or others, and the use of deadly force does not create a danger to the public that outweighs the benefits of its use. Employees will not deliberately place themselves in the path of a moving vehicle or one capable of immediate movement. <ul style="list-style-type: none"> This is generally considered tactically unsound unless executed as part of a tactical plan intended to enhance safety. This is not intended to prevent employees from moving in front of or around vehicles during the execution of routine traffic duties, such as directing traffic. Exigent circumstances must exist before an employee may reach or lean into a running vehicle with the driver's seat occupied. When it is safe to do so, placing a police vehicle directly in front and rear of the subject vehicle provides an extra margin of safety.
	<u>Notifications</u> <ul style="list-style-type: none"> Employees who discharge any firearm will make a verbal report to a supervisor as soon as possible and submit a written report as soon as practical. <ul style="list-style-type: none"> A command officer can make an exception to this requirement. The employee's bureau/precinct commander or the duty commander will be advised of the weapon discharge incident. Firearms training, lawful target practice, and lawful hunting are exempt from this paragraph.

5. **RESPONSE OPTIONS TRAINING**

A. All sworn employees will receive annual training on use of force options and policy by Department authorized instructors, who are certified through the Arizona Peace Officers Standards and Training Board (AzPOST).

B. Impact Weapons

(1) Basic Impact Weapons Training	<ul style="list-style-type: none"> Recruits will receive basic impact weapons training while in the academy. Employees not previously certified in basic impact weapons usage may receive impact weapons training on duty or if they are unable to complete the training during their assigned shift, in an authorized off duty training program. Overtime will be authorized for any impact weapons certification/re-certification training only when employees are unable to complete the training during their regular on duty shift.
(2) Impact Weapons Proficiency Training	<ul style="list-style-type: none"> Employees carrying impact weapons will successfully demonstrate proficiency in its use annually. Department training records will reflect which impact weapon/s an officer has elected to carry and the date basic and proficiency training was completed.

C. Stunbag Shotguns and 37mm Direct Impact Munitions (TSB)

- All sworn employees below the rank of lieutenant will receive stunbag training upon assignment to patrol, and every year thereafter if assigned to patrol.
- See Operations Order 4.25, Firearms Regulations, and the TSB manual for more information.

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5. D. Chemical Agents

- All sworn employees below the rank of commander will receive annual training regarding use of OC spray.

E. Carotid Control Technique

- Employees will only use the carotid control technique taught by Department defensive tactics instructors.
- Employees must pass a proficiency test administered by a Department certified defensive tactics instructor.
- Certified employees will receive this training while attending post academy.
- Employees not previously trained in the basic carotid control technique must receive carotid control technique training and will demonstrate proficiency prior to utilizing it.
- Employees who are authorized to use the carotid control technique will demonstrate proficiency in its use annually.
- No other type of neck restraint/hold is authorized.

F. Firearms - See Operations Order 4.25, Firearms Regulations.

6. **REPORTING USE OF FORCE INCIDENTS** - Employees will document the use of each response option.

A. Reporting Guidelines

(1) Officer Presence Verbal Persuasion, Negotiation, or Command Soft Empty Hand and Restraining Devices Tripping/Tackling	<p><u>Document the following as required in IRs:</u></p> <ul style="list-style-type: none"> • Officer presence • Verbal persuasion, negotiation, or commands used (includes the use of an LRAD) • Soft empty hand and restraining devices • Tripping/tackling <p><u>Reporting requirements when injury or alleged injury occurs:</u></p> <ul style="list-style-type: none"> • A supervisor will be contacted as soon as possible. • An IR will be completed with the use of force details explained in the Narrative section to include how any injuries were sustained. • If <u>no</u> injury is visible, this will also be documented. • Supervisors will complete a Use of Force report.
(2) Chemical Agents	<p><u>Reporting requirements for all incidents involving the use of chemical agents:</u></p> <ul style="list-style-type: none"> • A supervisor will be contacted as soon as possible. • An IR will be completed with the use of the chemical agent documented in the Narrative section. • Supervisors will complete a Use of Force report only upon complaint of injury.
(3) ECDs	<p><u>Reporting requirements for all incidents involving an ECD:</u></p> <ul style="list-style-type: none"> • A supervisor will be contacted as soon as possible. • The ECD will be downloaded immediately prior to the completion of the Use of Force report. • Supervisors will complete an Event Information Log for ECDs, available online at www.evidence.com for those with appropriate access, which will be saved electronically and attached to the Use of Force report. • An IR will be completed with the use of force details explained in the Narrative section including the reason for the ECD deployment and target and impact areas. • Supervisors will complete a Use of Force report which will include the following: <ul style="list-style-type: none"> * Serial number of ECD used * Number of times deployed * Distance of the subject from the operator/s who deployed the ECD * Effectiveness and result of use

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6. A. Reporting Guidelines (Continued)

(3) ECDs (Continued)	<u>Impounding Procedures</u> <ul style="list-style-type: none"> Place the probes backward in the spent cartridge and cover with a biohazard sticker. Place the cartridge and probes in a plastic container and then into a plastic evidence bag marked with biohazard stickers, and impound as evidence. If there is no evidentiary value to the cartridge and probes, the following procedures will be followed: <ul style="list-style-type: none"> Place the probes backward in the spent cartridge and cover with a biohazard sticker. Place the cartridge in the sharps/biohazard container in any precinct impound room. When completing the IR, list the package/item in the Evidence section ensuring the spent cartridge serial number is included.
(4) Intermediate Control Techniques	<u>Reporting requirements for all incidents involving intermediate control techniques:</u> <ul style="list-style-type: none"> A supervisor will be contacted as soon as possible. An IR will be completed with the use of force details explained in the Narrative section. Supervisors will complete a Use of Force report. <u>K9s</u> <ul style="list-style-type: none"> All Department K9 injury incidents will be investigated and documented by a K9 Unit supervisor using the standard bite report format. The K9 Unit supervisor will also complete the Use of Force report. <u>Stunbag Shotguns and 37mm Direct Impact Munitions (TSB)</u> - The Use of Force report will include the following: <ul style="list-style-type: none"> Reason for the shooting Weapon/s used Number of shots fired Target and impact locations Distance of the subject from the officer/s that fired Effectiveness and result of use If a subject sustains a serious injury from a stunbag shotgun or 37mm direct impact munitions shooting incident, see section 7.B of this order for detailed procedures.
(5) Carotid Control Technique	<u>Reporting requirements for all incidents involving the carotid control technique:</u> <ul style="list-style-type: none"> A supervisor will be contacted as soon as possible. An IR will be completed with the use of force code details explained in the Narrative section. Supervisors will complete a Use of Force report.
(6) Deadly Force	<ul style="list-style-type: none"> See the section 7 of this order for investigation and documentation procedures.

B. Use of Force Report

- (1) Upon notification of a use of force incident, supervisors will conduct a fact finding investigation which will be documented in a Use of Force report if a Use of Force report is required as outlined above in section 6.A.
 - (a) Refer to the Field Based Reporting (FBR) User Manual for data entry procedures.
 - (b) A Use of Force report will not be completed on prisoner injuries occurring prior to police arrival or by means other than by police employees.
 - Refer to Operations Order 7.1, Prisoners, for required documentation.
 - (c) When possible, audio record witness statements which will be attached to the Use of Force report as an "Image."

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- (d) Digital photographs will be taken of any injuries which will be processed/stored as outlined in Operations Order 8.1, Evidence, Impounding, and Property.
- (e) No additional paperwork is required unless unusual circumstances exist.
- (2) Supervisors will submit the initial Use of Force report within seven (7) days of notification of the incident.
- (2) Use of Force reports will be submitted up to commander approval within 30 days of initiation of the report.

7. **SHOOTINGS AND OTHER CRITICAL USE OF FORCE INCIDENTS**

A. Required Reports - Supervisors will complete the following reports:

- Shooting Investigation (if applicable; see section 7.E of this order)
- Use of Force Report

B. Investigation and Reporting Responsibilities

(1) Shootings and Other Use of Force Incidents Resulting in Death or Serious injury	<p>All shootings and other use of force incidents resulting in death or serious injury involving employees of this Department will be investigated concurrently by the following:</p> <ul style="list-style-type: none"> • Professional Standards Bureau (PSB) - Completes the Use of Force report • Involved employee's supervisor • Violent Crimes Bureau (VCB)/Homicide Unit • Legal Unit
	EXCEPTION: Incidents listed in the following sections will be investigated accordingly.
(2) Non-Injury Accidental Discharges and Shootings Involving Animals	<ul style="list-style-type: none"> • For non-injury accidental discharges not involving a police action and shootings involving animals occurring on duty, the employee's supervisor will investigate the incident and complete the Use of Force report. • For non-injury accidental discharges not involving a police action occurring off duty, an on duty supervisor will investigate the incident and will forward the information to the employee's supervisor to complete the Use of Force report.
(3) Accidental Discharge Involving Police Action	<ul style="list-style-type: none"> • If an accidental discharge occurs while the employee is performing a police function and a citizen or subject is in close proximity, such as attempting to arrest a subject, PSB will conduct the investigation and complete the Use of Force report.

C. Notifications - The highest ranking officer at the scene will notify the PSB commander, VCB commander, and the Legal Unit.

D. Handling of Involved Employee's Firearm

- (1) When employees are involved in an incident in which their firearm was discharged and the incident is investigated by PSB, the involved employees will release their firearm to the investigator.
 - Employees will be issued another firearm by PSB investigators prior to going off shift or returning to duty.

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7. E. Shooting Investigation

- (1) The written report will include the following pre-narrative information:

Investigating Supervisor	Name, serial number, duty assignment, work days and hours
Employee Involved	Name, serial number, duty assignment, work days and hours
Synopsis	
Reason for Shooting	Injured animal, accidental discharge, etc.
Occurred	Location, date and time
Employee's Prior Use of Force Incidents and Dispositions	
Weapon Used	Make, model, caliber, ownership and type of ammunition
Number of Shots Fired/ Impact Locations/ Backdrop Description	
Injuries or damage	Description of any animals involved and name, address, etc., of owner of damaged property/injured animals
Witnesses	
Photos/Latent Print Examiner	Name of the employee who took the photographs
IR Numbers of Other Related Investigations	
Details of Investigation	Narrative

- (2) As soon as possible (after the scene investigation has been completed), the PSB Investigations Unit lieutenant will be contacted to obtain a PSB shooting incident control number.
- If the incident occurs during non-business hours, the investigating supervisor will contact PSB at the beginning of the next business day to obtain the control number.
 - The control number will be included in the subject portion of the memorandum in addition to any other title information.
- (3) All pertinent documents, including photographs, will be attached to the investigative report.
- (4) Evidence in the form of bulk items (guns, shell cases, etc.) will not be forwarded.
- (5) Supervisors will make no recommendations other than referring the matter to the Use of Force Review Board.

F. Routing of Administrative Use of Force Investigation

- (1) Incidents Investigated by PSB - The PSB Commander will forward a copy of the PSB report to the employee's assistant chief and Department Use of Force Board chairperson.
- (2) Incidents Investigated by the Employee's Supervisor - The completed Use of Force report and shooting investigation will be forwarded to the commander of the involved employee's bureau/precinct.

8. **TACTICAL REVIEW COMMITTEE**

A. Purpose

- (1) The Tactical Review Committee (TRC) and TRC sub-committee will review critical use of force incidents and identify any related training needs.
- (2) The TRC will not have the authority to make recommendations on whether or not a particular use of force involved in the incident reviewed complies with Department policy.

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8. A. (3) While the role of the committee is primarily restricted to the identification of training needs for individuals and the Department as a whole, the committee may make suggestions regarding amendments to policy.

- Use of force incidents generally evolve rapidly, compelling employees to make decisions with limited time and/or information; therefore, the TRC will take into consideration the totality of the circumstances involved in the incident and decide if the training need is sufficient to justify immediate intervention.

B. TRC Committee Members

- The TRC will report to the Police Chief or designee and will consist of the following personnel:
 - * Training Bureau assistant chief (chairperson)
 - * Training Bureau commander
 - * Department Legal advisor (or representative)
 - * PSB commander or designee
 - * SAU lieutenant
 - * Phoenix Regional Police Academy (PRPA) Basic Training lieutenant
 - * Training Bureau Proficiency Skills lieutenant
 - * Phoenix Police Sergeants and Lieutenants Association (PPSLA) president (or representative)
 - * Phoenix Law Enforcement Association (PLEA) president (or representative)

C. TRC Sub-Committee Members

- The TRC sub-committee will consist of the below personnel and will attend each VCB debriefing following a critical use of force incident:
 - * Officers – Tactical Training Detail officer, SAU officer, and a patrol officer
 - * Sergeants – Firearms Training Detail sergeant, SAU training sergeant, Tactical Training Detail sergeant, and a patrol sergeant
 - * Lieutenants – Proficiency Skills lieutenant (chairperson), SAU lieutenant, K9 Unit lieutenant, and a patrol lieutenant
 - * Department Legal advisor
 - * Communication Bureau representative

NOTE: Patrol personnel will be selected from a pool of officers/sergeants/lieutenants as designated by the TRC sub-committee chairperson.

D. Post Use of Force Training

- (1) Upon review of the incident by the TRC sub-committee, all involved employees (to include supervisors) will be required to attend a mandatory tactical debriefing of the incident with the assigned TRC sub-committee case agent (a Tactical Training Detail sergeant) and TRC sub-committee chairperson.
 - At the discretion of the TRC sub-committee, personnel indirectly involved in the incident may also be required to attend the tactical debriefing.
- (2) After the tactical debriefing, the TRC sub-committee case agent and chairperson will determine if training is warranted and who will require the training.
 - The TRC sub-committee chairperson will complete a memorandum for each affected employee which will specify the required training

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8. D. (3) The commander/administrator of the affected employee/s will ensure the mandatory training is completed without delay.
- With the exception of extenuating circumstances, the mandatory training shall be satisfactorily completed within 14 calendar days from the date notified.
- (4) The decision for employees to complete the mandatory training before returning to their regular work assignment will be at the discretion of the employees' commander/administrator.
- (5) Once the training is completed, the memorandum will be signed by the employee and the Proficiency Skills lieutenant.
- A copy of the signed memorandum will be forwarded to the employee's supervisor, and the Training Bureau will maintain the original.

E. Presenting Findings to the TRC

- (1) Based on the information reviewed from critical incidents, the TRC sub-committee chairperson will present key findings and trends to the TRC and recommend Departmental training opportunities on a bi-annual basis.
- The recommended training will address decision-making, response options, and the management of tactical scenes.
- (2) The TRC will make a final determination on any Departmental training needs, amendments to policy, and/or equipment needs.

F. Training Bureau Responsibilities

- (1) The Training Bureau will be responsible for designing and delivering training based on the review and recommendations made by the TRC.
- (2) Training may include the use of scenario based instruction when appropriate.
- (a) The Training Bureau may develop instruction, based on the TRC review process, to be delivered at advanced officer in-service training, produced as training videos, or created as a written directive for Department-wide dissemination.
- (b) Matters deemed to be of an urgent nature will be addressed as soon as possible and will not be set aside.
- (3) The training recommended by the TRC may be different for supervisors and other involved employees.
- (4) The Training Bureau will ensure employees involved in the training acknowledge they have received and are responsible for the information presented to them.

G. Officer Involved Shootings (OISs): TRC Year in Review and Mid-Year Reports

- (1) The TRC sub-committee chairperson will provide a TRC year in review and mid-year report of OISs to the executive staff.
- (2) The TRC year in review and mid-year reports will include the following:
- The number of incidents reviewed
 - Any training given in relation to each lethal force incident and how the training was distributed
 - Any trends identified in lethal force incidents and any policy revisions or improvements made as a result of the TRC review process

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8. G. (3) The TRC may review incidents of less-lethal force upon referral made by a commander or assistant chief.

NOTE: Normally the TRC will not review less-lethal force incidents.

9. **POST USE OF FORCE TRAUMA**

A. Purpose

- (1) The physical and emotional well-being of Department employees is a primary concern following any use of force incident.
- (2) The following guidelines have been established to ensure the physical and emotional needs of Department personnel are addressed.

B. Definitions

(1) Critical Use of Force Incident	Any situation where an employee seriously injures or kills a person
(2) Persons Directly Involved	Employees who seriously injure a person or who are seriously injured and those who participate in the incident
(3) Post Use of Force Trauma	The emotional and physical effects that may occur to persons who have been involved physically or emotionally in a use of force incident

C. Assistance at the Scene of Any Use of Force Incident

- (1) Critical Incident Stress Management (CISM) Team - A CISM team coordinator will be contacted to evaluate the incident and call out CISM team members as needed in all use of force incidents.
- (2) Command Personnel - Appropriate command personnel, at the discretion of the Police Chief, will initiate personal contact with the involved employee and family to provide Department support and assistance as soon as possible.

D. Post Use of Force Counseling

- (1) Employees Directly Involved in a Critical Use of Force Incident - All employees directly involved in a use of force incident resulting in death or serious injury will attend a psychological debriefing with the contracted psychologist listed in this order.
- (2) The psychological debriefing will be scheduled as soon as possible after the incident by the employees' immediate supervisors.
 - (a) Counseling is available on a 24-hour per day basis if needed.
 - (b) Five (5) follow-up sessions will be available at no expense to employees.
- (3) Employees will meet with the contracted psychologist a second time before being released to enforcement duties.
- (4) Verification of the visits from the psychologist's office (not the contents of the sessions) will be included in the Return to Work Authorization Form 80-595D to be forwarded to the appropriate assistant chief for review and his/her signature.
- (5) Employees Not Directly Involved in a Use of Force Incident
 - (a) All employees who feel they are or may be negatively affected as a result of their involvement are strongly encouraged to take advantage of the counseling services available through the Employee Assistant Unit (EAU)

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9. D. (5) (b) This may include the employees' spouses or immediate family members.
- (6) Services Contracted to Provide Post Use of Force Counseling - The following service is contracted to provide post use of force counseling:
- Jeni McCutcheon, Psy. D., M.S.C.P., ABPP
4501 N 22nd Street, Suite 190
Phoenix, Arizona 85016
602-368-2526
To schedule appointments: www.drjeni.org
- (7) Counseling Confidentiality Assurance - Employees who seek consultation or receive counseling through the Department contracted psychologist are assured maximum confidentiality.
- (a) No individual, group, organization, department, City employee, or City official shall have access to any information regarding an individual's participation in the program except as noted.
- (b) The only exception to the guarantee of confidentiality is an indication by the officer to the psychologist of any **immediate physical danger to self or others**.
- (c) In the event of such an occurrence, the Police Chief shall be notified or action taken to ensure protection of those concerned.

E. Post Use of Force Reassignment

(1) Reassignment Guidelines

(1) Employees Who Seriously Injure or Kill a Person	<ul style="list-style-type: none"> Any employee who seriously injures or kills a person and is able to work <u>will be</u> assigned at home for one (1) week following the incident. The employee will ensure availability to investigators. The employee <u>may</u> be assigned to a non-enforcement position for at least three (3) additional weeks pending administrative review at the discretion of the affected employee's commander/administrator and in consultation with the affected employee. The Police Chief may return the employee to full duty prior to the Use of Force Review Board upon recommendation of the officer's assistant chief. The employee will attend an initial psychological debriefing as soon as possible and a second meeting before returning back to work in an enforcement capacity.
(2) Any Other Employee Directly Involved in a Use of Force Incident	<ul style="list-style-type: none"> Any other employee directly involved in a use of force incident resulting in death or serious injury to any person may be reassigned to a non-enforcement position pending administrative review of the incident. The Police Chief may return the employee to full duty prior to the Use of Force Review Board upon recommendation of the officer's assistant chief. The employee will attend a psychological debriefing.

- (2) Any employee involved in a use of force incident resulting in assignment at home will have **PX** time (Use of Force/Administrative Leave) entered in eCHRIS by the Fiscal Management Bureau/Human Resource Unit supervisor.
- (3) All employees directly involved in a Class III discharge of a firearm will be referred to the Training Bureau firearms staff for an appointment prior to returning to enforcement duty from administrative leave.
- (a) The employee's bureau/precinct commander/administrator or designee will be responsible for contacting the Training Bureau firearms staff to schedule the appointment.

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9. E. (3) (b) This appointment will provide employees with the opportunity to fire their duty weapon, and if necessary, qualify on a replacement weapon and discuss any weapons related questions they may have as a result of their shooting incident.
- (4) All employees involved in a critical use of force incident will have a Return to Work Authorization form completed by their commander/administrator prior to returning to their regular work assignment.
- (5) The administrative review process will be considered complete upon the findings of the Use of Force Review Board, if the incident is found within policy, or upon completion of the disciplinary review process, if the incident is found to be out of policy.