

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 20

November 4, 2021

APPROVED BY THE BOARD OF POLICE COMMISSIONERS ON OCTOBER 19, 2021

SUBJECT: **USE OF NON-LETHAL CONTROL DEVICES – RENAMED AND REVISED; RADIO CODES AND PROCEDURES – REVISED; NON-LETHAL CONTROL DEVICES – RENAMED; TASER GUIDELINES – RENAMED AND REVISED; BEANBAG SHOTGUN – ESTABLISHED; 40MM LESS-LETHAL LAUNCHER – ESTABLISHED; AREA/DIVISIONAL ARMORER (NON-LETHAL CONTROL DEVICES COORDINATOR) – RESPONSIBILITY – RENAMED AND REVISED; COMMANDING OFFICER’S RESPONSIBILITY – REVISED; AND, MEDICAL TREATMENT REQUIRED WHEN TASER CONTROL DEVICE IS USED – RENAMED AND REVISED**

PURPOSE: The Department revised several less-lethal Use of Force Tactics Directives to conform with current law, advancement in technology, and law enforcement best practices. This Order renames and/or revises various Department Manual sections involving the use and maintenance of less-lethal control devices and establishes Department Manual Sections 4/246.17, *Beanbag Shotgun*, and 4/246.18, *40mm Less-Lethal Launcher*.

PROCEDURE:

- I. USE OF NON-LETHAL CONTROL DEVICES – RENAMED AND REVISED.** Department Manual Section 1/573, *Use of Non-Lethal Control Devices*, has been renamed as *Use of Less-Lethal Control Devices*. Attached is the revised Department Manual section with the revisions indicated in italics.
- II. RADIO CODES AND PROCEDURES – REVISED.** Department Manual Section 4/120.40, *Radio Codes and Procedures*, has been revised to add Code Sam and Code Sam-40 as radio code designations. Attached is the revised Department Manual section with the revisions indicated in italics.
- III. NON-LETHAL CONTROL DEVICES – RENAMED.** Department Manual Section 4/246, *Non-Lethal Control Devices*, has been renamed as *Less-Lethal Control Devices*.
- IV. TASER GUIDELINES – RENAMED AND REVISED.** Department Manual Section 4/246.10, *TASER Guidelines*, has been renamed as *TASER* and revised to reference the updated TASER guidelines.
- V. BEANBAG SHOTGUN – ESTABLISHED.** Department Manual Section 4/246.17, *Beanbag Shotgun*, is attached and has been established to reference the current Beanbag Shotgun guidelines.

- VI. 40MM LESS-LETHAL LAUNCHER – ESTABLISHED.** Department Manual Section 4/246.18, *40mm Less-Lethal Launcher*, is attached and has been established to reference the current 40mm Less-Lethal Launcher guidelines.
- VII. AREA/DIVISIONAL ARMORER (NON-LETHAL CONTROL DEVICES COORDINATOR) – RESPONSIBILITY – RENAMED AND REVISED.** Department Manual Section 4/246.20, *Area/Divisional Armorer (Non-Lethal Control Devices Coordinator) – Responsibility*, has been renamed as *Area/Division Training Coordinator (Less-Lethal Control Devices Coordinator) – Responsibilities*. Attached is the revised Department Manual section with the revisions indicated in italics.
- VIII. COMMANDING OFFICER’S RESPONSIBILITY – REVISED.** Department Manual Section 4/246.25, *Commanding Officer’s Responsibilities*, has been revised to conform with current Department procedures and terminology. Attached is the revised Department Manual section with the revisions indicated in italics.
- XI. MEDICAL TREATMENT REQUIRED WHEN TASER CONTROL DEVICE IS USED – RENAMED AND REVISED.** Department Manual Section 4/648.11, *Medical Treatment Required when TASER Control Device is Used*, has been renamed as *Medical Treatment Required When Less-Lethal Control Device is Used*. Attached is the revised Department Manual section with the revisions indicated in italics.

AMENDMENTS: This Order amends Sections 1/573, 4/120.40, 4/246, 4/246.10, 4/246.20, 4/246.25, and 4/648.11; and, establishes Section 4/246.17 and 4/246.18 of the Department Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.



MICHEL R. MOORE
Chief of Police

Attachment

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120.40 RADIO CODES AND PROCEDURES. The following codes and phrases shall be used, when applicable, in local radio transmissions:

(The leading codes and phrases of this section remain unchanged.)

- Code Robert-Rifle. When an employee needs a *Patrol Rifle*, the employee shall broadcast the unit designation, location, and “Code Robert-Rifle.”
- Code Robert-Slug. When an employee needs *Slug Ammunition*, the employee shall broadcast the unit designation, location, and “Code Robert-Slug.”
- *Code Sam.* When an employee needs a *Beanbag Shotgun*, the employee shall broadcast the unit designation, location, and “Code Sam.”
- *Code Sam-40.* When an employee needs a *40mm Less-Lethal Launcher*, the employee shall broadcast the unit designation, location, and “Code Sam-40.”
- Code Tom. When an employee needs a *TASER*, the employee shall broadcast the unit designation, location, and “Code Tom.”
- Code 100. This code shall be broadcast by a field unit to notify other units that a possible escape route of a suspect from a crime scene is under temporary surveillance. The term “Code 100” shall be broadcast in the following sequence: Unit identification; “Code 100;” and, the location.

(The remainder of this section remains unchanged.)

246. LESS-LETHAL CONTROL DEVICES.

246.10 TASER.

“CODE TOM.” When an employee needs a *TASER*, the employee shall broadcast the unit designation, location, and “Code Tom.”

“Code Tom” is a “Code Two” call for the unit assigned the call. If the field situation changes and the *TASER* is no longer needed at the scene, the requesting officer shall broadcast a cancellation of the “Code Tom.”

246.17 BEANBAG SHOTGUN.

“CODE SAM.” When an officer realizes the need for a *Beanbag Shotgun*, the officer shall broadcast his or her unit designation, location, and “Code Sam.”

“Code Sam” is a “Code Two” call for the unit assigned the call. If the field situation changes and the *Beanbag Shotgun* is no longer needed at the scene, the requesting officer shall broadcast a cancellation of the “Code Sam.”

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246.18 40MM LESS-LETHAL LAUNCHER.

“CODE SAM-40” When an officer realizes the need for a 40mm Less-Lethal Launcher, the officer shall broadcast his or her unit designation, location, and “Code Sam-40.”

“Code Sam-40” is a “Code Two” call for the unit assigned the call. If the field situation changes and the 40mm Less-Lethal Launcher is no longer needed at the scene, the requesting officer shall broadcast a cancellation of the “Code Sam-40.”

246.20 AREA/DIVISION TRAINING COORDINATOR (LESS-LETHAL CONTROL DEVICES COORDINATOR) – RESPONSIBILITIES. Each Area/division Training Coordinator (Less-Lethal Control Devices Coordinator) shall:

Receive, inspect, and ensure the maintenance and replacement of *less-lethal* control devices assigned to the Area/division;

- Establish systems to store and issue TASERs, *40mm Less-Lethal Launchers, Oleoresin Capsicum, and Beanbag Shotguns*;
- Calibrate the TASERs at least once every six months as demonstrated by *In-Service Training Division*;
- Return *discharged*, defective, or damaged TASER *probe cartridges* to the Defensive Tactics Section, Davis Training Facility, *In-Service Training Division*;
- Obtain service and/or replacements for defective or damaged TASERs, 40mm Less-Lethal Launchers, *Beanbag Shotguns* and their components from *In-Service Training Division*;
- Ensure that expired chemical irritant control device canisters are replaced; and,
- Maintain a file of completed Non-Categorical Use of Force Reports *via the TEAMS II Application System*.

246.25 COMMANDING OFFICER’S RESPONSIBILITIES.

Area/Division Commanding Officer’s Responsibilities. Each *Area/division* commanding officer whose employees are equipped with *less-lethal* control devices shall:

- Coordinate the repair and replacement of damaged *less-lethal equipment* with *In-Service Training Division* through the *Area/division Training Coordinator*;
- Conduct *less-lethal weapons inspections*, when requested by his or her respective bureau; and,

Note: The *inspection* should include, but not be limited to, the number of available *less-lethal weapons*, the number of properly functioning *less-lethal weapons*, the number of defective *less-lethal weapons*, and the number of *less-lethal weapons* sent to *In-Service Training Division* for repair or replacement.

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- *Upon request, forward the results of the less-lethal weapons inspections to his or her respective bureau.*

Bureau Commanding Officer's Responsibilities. *Bureau commanding officers shall ensure that Areas/divisions under their command forward the results of any less-lethal weapons inspections to the bureau, when requested. The bureau shall forward a consolidated report of the less-lethal weapon inspections to its respective office, when requested.*

648.11 MEDICAL TREATMENT REQUIRED WHEN LESS-LETHAL CONTROL DEVICE IS USED.

Beanbag Shotgun and 40mm Less-Lethal Launcher. *Any person struck with either a Beanbag Shotgun sock round or a 40mm eXact iMpact round, shall be transported to a Department approved facility for medical treatment prior to booking. The person should be carefully monitored for signs of distress. If a medical emergency exists, officers shall request a rescue ambulance to respond to their location.*

Baton. *Any person struck with a baton during a reportable use of force shall be transported to a Department approved facility for medical treatment prior to booking. If a medical emergency exists, officers shall request a rescue ambulance to respond to the location.*

TASER. *Whenever the TASER is used, and the probes and/or electrodes make contact with the suspect's clothing or skin, the suspect shall be examined by medical personnel. If the suspect loses consciousness, officers shall immediately request a rescue ambulance.*

Note: *Medical personnel shall include a doctor or a nurse at a contract hospital or jail dispensary.*

Oleoresin Capsicum. *Generally, medical treatment is not required for suspects who have been sprayed with Oleoresin Capsicum (OC). If a suspect who has been sprayed with OC experiences continued difficulty in breathing and/or vision impairment for an extended period, officers shall immediately request medical treatment.*

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573. USE OF *LESS-LETHAL* CONTROL DEVICES. The TASER, Baton, Beanbag Shotgun, 40mm Less-Lethal Launcher and Oleoresin Capsicum, *are only permissible when there is an immediate threat to the safety of the officers or others.*

Oleoresin Capsicum spray **shall** be possessed and maintained by all uniformed field personnel who have completed designated training in its use. Undercover and plainclothes personnel may possess chemical irritant spray subject to the same training requirements.

*All on-duty uniformed field supervisors and officers who have received the Department's TASER training and who carry a TASER shall do so utilizing a Department-approved holster, unless neither is available, or an exemption is approved by the employee's commanding officer. All on-duty uniformed field officers **shall** carry a TASER. As availability permits, uniformed field supervisors are encouraged, but not mandated, to equip themselves with the TASER.*