

**LOS ANGELES POLICE DEPARTMENT**  
**Dignitary Security**  
**40-Hours**  
**1850-33020**  
**Safety Policy**

**I. RULES OF SAFETY AND CONDUCT**

**A. General Rules**

1. Instructors shall adhere to the approved course content Expanded Course Outline (ECO) included in the course certification.
2. Instructional staff shall conduct a safety brief with all students at the beginning of each training day.
3. Each presenter/facility shall supply, in written form, the safety/facility rules to each student.
4. Instructional staff shall assign specific safety roles to students/staff in the case of emergencies. Those roles will include:
  - a. Pathfinders/guides for responding emergency medical personnel
  - b. Radio/telephone communications for emergency response and required chain of command notification(s)
  - c. Automated External Defibrillator (AED) operator(s)
  - d. Identify students/staff, if any, with advanced medical training (Emergency Medical Technicians, Paramedics, etc.)
5. Training shall at all times be conducted in a manner designed to minimize any risk of injury and to promote student, staff, and instructor safety.
6. Facilities shall have an appropriately rated fire extinguisher immediately available in the event of an emergency.
7. The training staff shall inspect the training site for hazards prior to each use.
8. Prior to the commencement of training Instructors will brief the location(s) of staging area(s) for students and staff not involved in the training, restrooms, and drinking water.
9. There will be a fully equipped first aid/trauma kit and Automated External Defibrillator (AED) readily accessible as well as qualified personnel to use them.
10. Remind students that during the Practical Application portion
  - a. No live weapon or ammunition in the training area
  - b. No OC sprays
  - c. No batons (expandable, collapse or side handle)
11. Instructors and students shall ensure there are no firearms, magazines, ammunition, OC spray, knives, or other weapons in the training after breaks and lunch.

**B. Course Specific Rules for Tactical Medical**

1. First Aid/CPR/AED Instructors must be certified in First Aid/CPR/AED Instructor and meet the 1070 instructor requirement.
2. First Aid/CPR/AED Instructors shall be encouraged to participate in periodic instructor course updates
3. Instructor shall remind and reinforce safety rules at each critical stage of the training/ testing as needed.
4. The instructor will lead a warm up prior to the start of psychomotor skills training, and cool down upon completion

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5. Instructors shall maintain an appropriate level of discipline and control over the students at all times
  6. Instructor shall be aware of physical fatigue factors that affect the ability of the student to perform safely
- C. Course Specific Rules for Driving / Emergency Vehicle Operation
1. Driving / Emergency Vehicle Operation instructors must be certified in Driving / Emergency Vehicle Operation and meet the 1070 instructor requirement.
  2. All instructors and instructional staff will be responsible for adhering to all applicable safety guidelines, policies and approved course lesson plans. A copy of these guidelines will be given to each student, instructor and training coordinator to ensure that they are followed.
  3. Instructors shall maintain an appropriate level of discipline and control over the students at all times
  4. Instructor shall remind and reinforce safety rules at each critical stage of the training/ testing as needed.
  5. Prior to any participation in the Driver training, the assigned supervisor at scene will ensure all personnel are familiar with the techniques to be used during the course of exercise which will take place at the training site.
  6. Driver training course design and site selection shall address the following:
    - a. Restricted access area to ensure that uninvolved vehicles and pedestrians do not present safety hazards.
      - 1) To prevent unauthorized entry an establishing perimeter, use of warning signs, fencing, assignment of stationary observers, and natural barriers will be utilized.
    - b. Minimum obstructions.
    - c. Minimum interference with other training exercises.
    - d. Minimum surface abrasions (potholes).
    - e. Maximum margin for “run out” areas adjacent to exercises.
    - f. Accessible to fire, rescue, and other emergency vehicles.
    - g. Adequate staging area for vehicles, equipment and personnel that is a safe distance from active training areas.
  7. Anyone participating in the training, whether student, observer, or instructor, has the authority to “STOP” the exercise if they observe an unsafe act or condition that may cause imminent injury or death and/or damage to the facilities
  8. Students participating in scenario training shall be required to be on full duty status. Light duty personnel may attend lecture portion of training only.
  9. All employees shall remain clear of moving vehicles to avoid potential injury. This includes the instructors, participants and observers.
  10. All vehicles used for driver training shall be properly equipped with the seat belt system provided by the vehicle manufacturer, or its equivalent.
    - a. Use of seat belts shall be required any time a training vehicle is in motion, even when the vehicle is operated exclusively on private property, and/or at slow speed.

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b. Vehicle Maintenance and inspections program prior to training for all driver training vehicles and equipment shall be established. It shall include frequent inspection of the following.

- 1) Brakes
- 2) Wheels
- 3) Tires
- 4) Steering
- 5) Suspension components
- 6) Related equipment.

11. Driver training facilities shall have an appropriately rated fire extinguisher, a first aid/trauma kit, and pry tools immediately available in the event of an emergency.

**D. Course Specific Rules for Arrest and Control**

1. Arrest and Control instructors must be certified in Arrest and Control and meet the 1070 instructor requirement
2. Arrest and Control Instructors shall be encouraged to participate in periodic instructor course updates
3. Instructor shall remind and reinforce safety rules at each critical stage of the training/ testing as needed.
4. The instructor will lead a warm up prior to the start of psychomotor skills training, and cool down upon completion
5. Instructors shall maintain an appropriate level of discipline and control over the students at all times
6. Instructor shall be aware of physical fatigue factors that affect the ability of the student to perform safely
7. All students participating in Arrest and Control training shall notify the instructor of all medical restrictions prior to the session
8. The training staff shall inspect the training site for hazards prior to each use
9. Only mat shoes or bare feet are permitted on training mats
10. Students shall remove watches, rings, necklaces, earrings and other jewelry
11. Safety personnel shall be positioned near the students in order to oversee the training at all times
12. Students wearing glasses should remove them during hands on practical application training
13. The stop word for instructors and students is "BREAK!" All activity should stop when a student or an instructor says "BREAK!"
14. The mat room and safety equipment shall be cleaned upon completion of each day of training

**12. Site Specific Rules**

1. The facility shall be large enough to provide students and staff with the space needed to safely perform the training activity or task involved and easily exit in the event of an emergency
2. Staging areas shall be designated to accommodate persons who are not actively involved in a specific training exercise

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3. Adequate emergency lighting shall be provided at the site of any nighttime training
4. The layout of the site should enable instructors to immediately stop action when a safety breach is observed, or other problem occurs
5. Restrooms and drinking water shall be readily available during training sessions
6. Presenters and instructors shall routinely inspect training facility and site conditions so that potential safety hazards can be detected and corrected before instruction
7. Special attention should be given to ensure that site-specific factors have not unexpectedly changed to the point that it might present a safety issue
8. Classrooms, gyms and other indoor training facilities should have restricted access to prevent unauthorized entry
9. Training sites should always be accessible to EMS and other emergency vehicles

## **II. REPORTING AND HANDLING OF INJURIES**

- A. The POST Regional Consultant shall be notified in writing within five (5) business days when an injury requiring more than basic first aid occurs during training.
- B. Minor Injuries
  1. Each training site will keep a list of the nearest medical facilities
  2. Locations and contact information of the nearest medical facilities shall be briefed with staff and students before training begins
  3. Students shall immediately notify an instructor and/or supervisor of any injury sustained during training
  4. Personnel should render first aid and obtain the appropriate medical assistance
  5. Call for rescue ambulance via telephone (911) or radio if necessary
  6. Transport to the local hospital for all minor injuries not requiring emergency response
- C. Major Injuries
  1. In the case of serious injury, all IIOO notifications and protocols shall be followed
  2. All administrative notifications shall be made

## **III. RATIOS OF INSTRUCTIONAL STAFF TO STUDENTS**

- A. Safety Ratios for Classroom Instruction are 1:20.
- B. Safety Ratios for Arrest and Control Training Safety are 1:8
- C. Safety Ratios for Driving Practical Applications/Drills 1:3

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**IV. TRAINING LOCATIONS AND EMERGENCY MEDICAL FACILITIES**

A. Below area the designated Department training and facilities associated with this course

<p><b>Davis Training Facility</b>  12001 Blucher Ave.  Granada Hills, CA 91344  Commanding Officer: (818) 832-3790</p>	<p><b>Providence Holy Cross Medical Center</b>  15031 Rinaldi Street  Mission Hills, CA 91345  (818) 365-8051 ER: (818) 496-1270</p>
<p><b>Elysian Park Academy</b>  1880 N. Academy Dr.  L.A., CA 90012  Commanding Officer (213) 847-3000</p>	<p><b>LA Downtown Medical Center</b>  1711 W. Temple Street  Los Angeles, Ca. 90026  Contact: (213) 989-6100</p>
<p><b>Ahmanson Recruit Training Center</b>  5651 W. Manchester Ave.  L.A., CA 90045  Commanding Officer: (424) 393-4600</p>	<p><b>Centinela Hospital Emergency Room</b>  555 E. Hardy St  Inglewood. CA. 90301  (310) 673-4660</p>
<p><b>Police Administration Building (PAB)</b>  100 West 1st Street  Los Angeles, CA 90012  Commanding Officer: (213) 486-8740</p>	<p><b>California Hospital</b>  1401 S Grand Ave  Los Angeles, CA 90015  (213) 748-2411</p>
<p><b>Federal Air Marshalls Field Office</b>  1700 E. Walnut Ave.  El Segundo, CA 90245  Commanding Officer: (310) 215-2150</p>	<p><b>Cedars-Sinai Marina del Rey Hospital</b>  4650 Lincoln Blvd  Marina del Rey, CA 90292  310-823-8911</p>