

# THURMONT POLICE DEPARTMENT

<b>GENERAL ORDER</b>	<i>Date Issued:</i> June 5, 2013	<i>Effective Date:</i> June 5, 2013	<i>Order No:</i> Chapter 2.15
<i>Authority: Chief of Police</i> <div style="text-align: center;"><i>Gregory L. Eyer</i></div>		<i>Manual Page No:</i>	
<i>Subject:</i> Canine Unit		<i>Replaces Page No:</i>	
<i>Accreditation Standard:</i> Chapter 2	<i>Distribution:</i> <b>ALL</b>	<i>Amends:</i>	<i>Number of Pages:</i> 4
<i>Related Documents:</i>		<i>Rescinds:</i> New	

This Directive is for internal use only, and other than as contraindicated here this Directive does not create or enlarge this Department's, governmental entity's, any of this Department's officers, and/or any other entities' civil, criminal, and/or other accountability in any way. This Directive is not to be construed as the creation of a standard of safety or care in any sense, with respect to any complaint, demand for settlement, or any other form of grievance, litigation, and/or other action. Deviations from this Directive, if substantiated, can only form the basis for intra-Departmental administrative action(s) (including discipline and/or termination).

**I. PURPOSE:**

The Thurmont Police Department is committed to curtailing drug usage and CDS distribution within the corporate limits of the Town of Thurmont. The canine unit will assist in the detection of illegal substances and aid officers with arrest of offenders.

**II. POLICY:**

The canine unit will assist patrol officers with the detection of illegal CDS and aid in developing probable cause for arrests. The canine officer will attend all required training and re-training days with the canine to maintain their certifications. The canine unit will assist other agencies upon request. Dogs assigned to the Canine Unit are the property of the Thurmont Police Department.

**III. DEFINITIONS:**

**Canine Unit:** The canine unit for the Thurmont Police Department will consist of one canine trained officer serving as the handler and one trained narcotics detecting canine.

**IV. SELECTION PROCESS:**

The Thurmont Police Department will staff one (1) Canine Handler position to be included in the agency's authorized sworn officer total approved by the Town Board of Commissioners. Non-ranking officers with satisfactory evaluations may apply for this position by submitting a memo to the Chief of Police. The Chief of Police will appoint an officer to the position of Canine Handler based on the officer's performance evaluations, experience, and commitment to the agency. The selected officer must be able to demonstrate that they can provide proper housing and care for the canine. The selected officer will then attend all required training necessary to obtain certification.

**V. PROCEDURE:**

**A. REQUIRED FORMS AND REPORTS**

1. For each use of the trained canine, the canine handler will complete a Canine Use Report (Form 2.2A). This form will capture all pertinent information such as: Date, Time, Location, Requesting Officer, original case number, and K9 Scan case number, etc... These forms will be submitted via Chain of Review and maintained in a specific file in Records for the life of the Canine plus five (5) years.

**VI. CALL OUT REQUESTS:**

The canine unit may be subject to call out requests at anytime while off duty. It will be the discretion of the canine officer whether to respond based on the canine officer's availability. Keeping in mind the purpose and development of the canine unit, the canine officer will make every attempt to respond while off duty when requested.

**VII. REQUESTS BY OTHER AGENCIES:**

Responding to requests by other agencies for canine assistance will be at the discretion of the canine officer. Approval for these requests will be determined by the canine officer and/or an on-duty supervisor. The canine unit will only respond to locations within a reasonable distance of our jurisdiction and when on-duty.

**VIII. CANINE HANDLER RESPONSIBILITIES:**

*(Refer to Canine Officer Job Description)*

In addition to the job description, the Canine Officer will:

1. Perform routine patrol duties
2. Respond to calls for service
3. Provide support to other officers and their request for canine assistance
4. Interact with the community and provide demonstrations as requested

5. Provide care and housing for the canine
6. Ensure the canine has all routine examinations by a veterinarian
7. Take the canine to a veterinarian for emergency care if needed

**IX. CONTROLLED DANEROUS SUBSTANCES DETECTION:**

- A.** The canine unit certified in the detection of controlled dangerous substances will be used for:
1. Scans of vehicles, buildings, parcels, areas, or other items as appropriate
  2. Supporting probable cause for obtaining search and seizure warrants
  3. Assisting in the search for controlled dangerous substances during a search and seizure warrant service
  4. Assisting in drug education programs and canine demonstrations for the Department and community when requested
- B.** Officers may request the canine unit for a controlled dangerous substance “scan” of a motor vehicle when:
1. Reasonable articulable suspicion exists to believe the operator or passengers are in possession of illegal controlled dangerous substances or,
  2. During a valid traffic stop when the canine is used to “scan” the vehicle’s exterior in an exploratory manner.
  3. Unless the canine “alerts” to the presence of a controlled dangerous substance in the vehicle, the operator will not be detained longer than is necessary to conclude the business associated with the initial traffic stop.

**X. REPORTING:**

1. The Canine handler will submit a Canine Use Report for each scan performed by the canine and/or a performed demonstration.
2. Whenever the canine provides a positive alert and officers conduct a search of a vehicle and persons, the primary officer will complete an Incident Report. The Incident Report will identify the vehicle and all persons searched and/or detained. The Incident Report will also document the results of the search and list all suspected contraband recovered. The canine officer will submit any pertinent information pertaining to the canine alert on a supplemental report under the primary officer’s main Incident Report number.

**XI. CANINE BITES AND INJURIES:**

Even though the TPD Canine is trained for CDS Detection only, should an incident occur where the handler or other individual is bitten by the canine, the canine handler will:

1. Administer first aid and photograph the injury
2. Notify a supervisor
3. Complete an Incident Report and a Canine Use Report detailing the incident

**ATTACHMENTS :**

Appendix 2.2A – Canine Use Report Form (TPD Form 2.2A)

**DOCUMENT DATES :**

*Amended Date: 11/3/2014*

*Review Date:*

*Review Date:*

*Review Date:*

*Rescinds:*

*Order Written By:*

*Order Edited and Approved By:*

*Accreditation Standards Included in this Order*  
**CHAPTER**