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|  | Florida State University Police Department |  |
| Canine (K-9) Team | | |
| Effective Date: 12/20/2019 | General Order 726 | Attachments: Canine Team Incident Report, Canine Narcotics/Explosives Report, Canine Training Record |
| Rescinds/Amends: New | Distribution: Sworn | References: CFA 14.11M, 14.12M |
| | Pages: 7 | |

Policy – Canine (K-9) Team

The purpose of this policy is to establish procedures and guidelines for the utilization of the agency’s canine (K-9) teams. Additionally, procedures for the training, certification, and selection criteria for the canine handler and care of the canine are established.

It is the policy of the FSU Police Department to maintain an operational and certified canine team to be utilized in drug detection, evidence searches and to perform other specialized operations as directed. It shall be the policy of the Department that any canine utilization shall be in accordance with State and Federal Statutes. Only officers and canines that have completed a law enforcement canine certification course shall be utilized by the Department.

Procedure

A. Organizational Structure

1. The canine team(s) shall be an organizational component within Patrol Operations and be supervised by a Patrol Sergeant on their assigned squad.
2. The Patrol Sergeant shall be responsible for coordinating shift schedules, leave time, discipline and the overall health and maintenance of the canine team.

B. Selection Criteria for Canine Handler(s) [CFA 14.11 B]

1. Minimum qualifications and attributes for handlers, unless otherwise approved by the Chief:
 - a. A minimum of three (3) consecutive years of sworn law enforcement experience with a minimum one (1) year at the department;
 - b. Minimum rating of “Satisfactory” on most recent performance evaluation;
 - c. No suspension action on file in the last three years;
 - d. Successfully pass all required testing and screening;
 - e. Reside in a residence with ample space to house the canine and it’s sleeping kennel indoors and yard large enough to accommodate the canines needs for relief and exercise;
 - f. Willing to take the assigned canine into their home and maintain a suitable environment for the canine;
 - g. Willingness to work flexible hours; and
 - h. Willingness to make, at a minimum, a five (5) year commitment to the position.

C. Training and Certification [CFA 14.11D] [CFA 14.11E]

1. The canine and handler training will be in conformance with the Florida Criminal Justice Standards Training Commission (FCJSTC) guidelines.

2. Testing of the canine and handler's abilities will be conducted in accordance with FCJSTC guidelines or any other entity approved by the Chief.
3. Training will be at the direction of a trainer certified by the FCJSTC or any other certifying entity approved by the Chief.
4. Certification of canine teams shall be obtained through an approved certifying agency (USPCA, FDLE, FLECA, etc.).
5. All training and certification records shall be maintained under the control of the Training Coordinator.
6. The canine team(s) shall complete a minimum of sixteen hours a month in-service training at the direction of a certified canine trainer.
7. Training of the canine team will be on-duty time.
8. Canine handlers will maintain accurate records of narcotic proficiency training by canines and submit reports as required to the Training Coordinator.
9. A canine failing to certify in narcotics detection techniques will be suspended in the use of narcotics detection until certified.

D. Deployment and Call-Out

1. On-Duty

- a. The canine team(s) report to the Patrol Operations Sergeant on their assigned squad. When supporting field units, the canine team coordinates, cooperates, and reports to the on-duty shift commander.
- b. In the event directives are given which expose the canine team(s) or persons on the scene to excessive risk, hazards, or injuries, the canine handler shall advise the on-scene supervisor of the inappropriateness of the action requested. Conflicts shall be resolved between the on-scene supervisor and the Patrol Operations Lieutenant.
- c. The canine team will answer calls for service as needed and demonstrate self-initiative activities during duty hours and assist as a back-up unit whenever possible.
- d. The canine team(s) may be dispatched as a primary unit to handle routine calls for service. The canine team(s) will be responsible for investigation of any self-initiated calls and should be available to assist other sworn members in a backup role whenever possible.

2. Off-Duty/Call Out

When the agency canine team(s) is not available, or a canine specializing in a discipline other than the agency's canine, the Leon County Sheriff's Office, Tallahassee Police Department or an agency that has the resources to provide the needed service will be utilized.

E. Utilization of Canine Team [CFA 14.11A]

1. The canine team will be utilized for narcotic and dangerous drug detection and missing adults and juveniles. Canine team(s) may be deployed in the following situations:
 - a. Searches during vehicle stops;
 - b. To build probable cause for search warrants;
 - c. Drug interdiction in public areas;
 - d. Searches relative to search warrant executions;
 - e. Community relations demonstrations;
 - f. Missing adults and juveniles; and/or

- g. Assistance of other law enforcement agencies in any of the above.
- 2. Sworn members may request the utilization of the canine team for narcotic and dangerous drug detection.
 - a. The sworn member on scene will be responsible for ensuring the scene is not contaminated. A search will not be initiated prior to arrival of the canine team unless consent has been given to search.
 - b. During narcotics searches, the area to be searched will be secured by the officers or investigators on the scene.
 - c. Prior to the commencement of a narcotics search, the investigating officer shall remove all persons and plain view narcotics. The investigating officer must note the location of the plain view narcotics or paraphernalia and inform the canine handler of this information upon his/her arrival. See General Order 1302, Evidence and Property Control System for additional information.
 - d. The areas to be searched should not be disturbed to prevent spreading and diminishing the odor of the narcotics.
 - e. The canine handler shall use due care for area searches where a suspect has thrown or dropped narcotics. This type of search poses the threat of the canine inhaling/ingesting the narcotic.
 - f. If officers suspect narcotics inside of a vehicle, the canine team should be called to respond as soon as possible. If there is an arrest or consent, and the canine is not on the scene, the officer should seal the vehicle to keep the scent of the narcotics from moving around.
 - g. During a routine traffic stop, a violator cannot be detained for an unreasonable amount of time for the purpose of having a narcotic detection canine respond to the scene beyond the period necessary to check the license and registration and issue a traffic citation.

F. Unauthorized Use of Canine Teams

- 1. Canines will not be utilized for the following:
 - a. Demonstrations or exhibitions without the prior authorization of the handler's chain of command;
 - b. To intimidate, coerce, or frighten a suspect;
 - c. In the apprehension and/or arrest of subjects; or
 - d. For any tasks in which they are not trained and certified to accomplish or that go contrary to current training methods or agency policy.
- 2. Canines are the property of the Florida State University Police Department and shall not be used for personal gain.
- 3. Canine vehicles are not to be used for the transport of arrestees or animals not trained for law enforcement use.

G. Other Agency Assists

- 1. Canine teams may assist other law enforcement agencies if resources are available. Official requests outside of Leon County must be approved by the Patrol Operations Lieutenant or higher authority.
- 2. Canine teams shall adhere to all agency policies and procedures of the Florida State University Police Department and submit reports as necessary to the requesting agency.

H. Handler Responsibilities (14.11C)

1. The canine handler is responsible for the nutrition and hydration of the canine. Fresh water will be available at all times.
2. The canine's coat will be brushed and combed as needed. Nails will be kept closely clipped. The canine will be bathed, and flea/tick chemicals will be applied as needed.
3. The canine handler will ensure the canine is sheltered indoors in a capacity that allows for a high standard of health and conditioning.
4. The canine handler is responsible for ensuring their assigned canine receives proper medical care. Veterinarian care will be conducted at agency expense. The handler will perform all treatments prescribed by the veterinarian.
5. While the canine is in service it will be the responsibility of the canine handler to determine in what capacity the canine will work (i.e. on long/short lead, muzzle, collar, harness, protective vest) based on circumstances, training, experience, and knowledge of the handler.
6. The canine handler will complete appropriate deployment documentation, when appropriate. (14.11F)

I. Veterinary Procedures

1. It is the responsibility of the canine handler to ensure that canines have annual checkups and receive all required vaccinations. In addition, each canine handler will always keep a copy of their canine's current rabies vaccination in their vehicle so that immediate proof of vaccination can be provided.
2. In emergency situations involving an injury or illness to the canine, the canine handler will:
 - a. Notify the on-duty Shift Commander and Communications of the emergency;
 - b. Notify the veterinary hospital of the problem and condition of the canine; and
 - c. Complete written documentation on the injury, illness and condition.
4. The Patrol Operations Lieutenant will be notified of any injury to a canine whether intentional, accidental, or malicious act.

J. Canine Care and Boarding

1. Off-duty canine care includes, but is not limited to, bathing, brushing, exercising, feeding, grooming, and cleaning of the dog's kennel or transport vehicle, and administering medication.
2. Training and veterinary care shall be scheduled during regular duty hours unless extraordinary circumstances occur.
3. Incidental expenses shall be addressed on a case by case basis with the Patrol Operations Lieutenant.
4. Transporting the canine to and from home to work is not compensable.
5. No compensation will occur when the handler does not have custody of the canine or the canine is boarded at a location other than the handler's home.
6. In the event the canine handler has the need to board their canine partner, the canine will be housed at an agency approved boarding facility at the department's expense.

K. Naloxone (Narcan) Deployment

Canines, while in the course of performing law enforcement duties, may become exposed to opioid-based narcotics and experience overdoses in comparison to humans. Contact with opioids may come through the snout or paws. Canine handlers will have access to an opioid antagonist (Naloxone) for deployment for themselves or the canine. FSUPD's primary contracted veterinarian will oversee the canine opioid deployment program.

1. Canine Assessment - Suspected Opioid Overdose
 - a. Failure to respond to commands
 - b. Slow respiratory rate
 - c. Constricted pupils
 - d. Lethargic, with possible vomiting
 - e. Stumbling
2. Canine Opioid Deployment Procedure
 - a. The Canine Handler will wear protective gloves prior to administering the Naloxone.
 - b. The Canine Handler shall first muzzle the canine and be prepared for a possible aggressive or violent reaction as a side effect of deployment.
 - b. The initial dosage for the canine will be a 4 mg administration from the Handler.
 - c. If effective, place canine into the recovery position and provide supportive care.
 - d. Immediately notify FSUPD's contracted veterinarian for emergency care.
 - e. The Canine Handler will complete a Drug Reversal and Narcan Administration Reporting Form and the Patrol Operations Lieutenant shall be notified via chain-of-command.

L. Canine Equipment

The following equipment shall be issued to all canine handlers for the proper care, upkeep, and safety of the canine and the general public. Other equipment may be issued on an "as required" basis.

1. An appropriate patrol vehicle equipped with an air conditioner, emergency lighting, canine cage, and canine heat alarm;
2. A home kennel (purchased by the agency) of appropriate dimensions and safety features to maintain a healthy and safe environment for the canine while in an off-duty status; and/or
3. Dog bowls for home and the patrol vehicle, leashes, harness, collar, dog rewards, water container, etc.

M. Training Narcotics Storage and Accountability (CFA 14.12A) (CFA 14.12B)

1. Narcotics utilized in the training of agency canines will be obtained from the Drug Enforcement Administration or other designated entity. The canine unit DEA number will be utilized for the acquisition of training narcotics, and for all requirements set forth by the DEA and the Florida Department of Health.
2. All training narcotics will be weighed and verified through presumptive testing by the supplying agency or the handler(s).
3. When not in use, the training narcotics will be stored in a secure cabinet located inside the FSU Police Department in the evidence vestibule with access limited to the handler(s). [CFA 14.12B]
4. When training narcotics are removed for use, the handler(s) will record the removal in the training narcotics logbook. The following information will be recorded: [CFA 14.12A]
 - a. Date;
 - b. Time;
 - c. Type of Narcotic; and
 - d. Amount/Weight.

5. When the training is completed, the narcotics will be logged back in and secured in the cabinet. All logs will be maintained in the secure cabinet with the training narcotics. [CFA 14.12A]
6. The handler(s) will routinely inspect the training narcotics for damage, tampering, or loss.
7. The Patrol Sergeant(s) who supervises the canine handler(s) will conduct an inspection of training narcotics once during each quarter. The Sergeant(s) will also ensure the secure storage of training narcotics and proper accountability procedures are maintained. The inspection will be documented in the narcotics logbooks.
8. Any loss of training narcotics, to include damage to original packaging resulting in loss, will be documented in an offense report and a copy will be forwarded to the Patrol Operations Lieutenant. If training narcotics are determined to be lost, missing, or stolen, the Operations Lieutenant will conduct a preliminary investigation into the matter. During the investigation, all available evidence, documentation, and digital media will be reviewed. [CFA 14.12D]
 - a. Upon completion of a preliminary investigation, if there is a criminal predicate, the Patrol Operations Lieutenant will refer the case to the Criminal Investigations Division. The Criminal Investigations Division Captain will assign the case to a detective for follow-up investigation.
 - b. Lost or missing training narcotics as a result of the member's work performance will be documented by the canine handler's Patrol Supervisor.
 - c. Stolen training narcotics cases will be investigated, in accordance with General Order 801 Investigations.
 - d. Cases involving employee misconduct will be referred to Internal Affairs, in accordance with General Order 415 Internal Affairs and Citizen Complaints.
9. If any training narcotic packaging is damaged or opened for any reason and results in the narcotic being exposed, the narcotics will be field-tested by the handler(s). The package will be resealed and weighed. The presumptive testing and repackaging will be noted in the log. [CFA 14.12A]
10. When training narcotics are no longer useful for training, as determined by the handler(s), the narcotics will be transferred into the custody of the Evidence Technician via a property receipt and disposed of in accordance with General Order 1302 Evidence and Property Control System. An offense report and disposition form will be generated documenting the transfer and disposal request.
11. A documented unannounced inventory of the training narcotics will be conducted by the Lieutenant of Compliance and Training once per year. This inventory shall include a partial accounting containing a random sampling of the training narcotics, a check of the secure storage facilities to ensure adequate security, and proper accountability procedures are maintained. [CFA 14.12C]
12. A written account of the inventory showing the date conducted and any favorable or unfavorable findings will be provided to the Chief within 15 days of completion. A copy of the inventory will be routed to the Operations Lieutenant within the 15-day period.

Glossary

Canine (K-9) - a dog which has been procured and specially trained to execute a number of specific law enforcement and public service tasks which make use of the canine's speed, agility, and sense of smell.

Canine Handler - a sworn member specially trained in the care, handling, and training of a canine for law enforcement use.

Canine Team - a canine handler and their assigned dog.

Multi-Purpose Canine - a dog that has been trained in both patrol and detector phases of training.

Detector Canine - a dog that has been trained in detecting and locating the odor of specific substances (i.e. narcotic, explosives, etc.).

Attachments: Canine Team Incident Report, Canine Narcotics/Explosives Report, Canine Training Record

CAA 12/20/19 Filed: General Order 726

Title: **Canine (K-9) Team**

Approved: 
Terri S. Brown, Chief

Date: 12/20/2019