

CHAPTER 4
ENFORCEMENT OPERATIONS

REVISED APRIL 2018

TABLE OF CONTENTS

<u>COMMAND REQUIREMENTS</u>	4-3
Primary Duties	4-3
Dual-Purpose Canines	4-3
Narcotic Detection Canines	4-3
Explosive Detection Canines	4-3
Definitions and Procedural Requirements	4-3
Standard Operating Procedures	4-4
Hours of Canine Team Deployment.....	4-5
California Highway Patrol Requests for Services	4-5
Allied Agency Requests for Services	4-6
Requests for Services at Public or Private Schools	4-6
<u>DEPLOYMENT</u>	4-7
Deployment Locations	4-7
Explosive Detection Canine Alerts.....	4-7
Explosive Detection Canine Teams at Commercial Vehicle Enforcement Facilities.....	4-7
Dual-Purpose Canine Team Deployments	4-10
Felony Stops by a Canine Team	4-13
Air Transportation of a Canine Team.....	4-13
Prisoner Transportation by a Canine Team	4-13
Injuries Inflicted by a Canine.....	4-14
Scheduling.....	4-16
Reporting	4-16
Management Information System Notification of Drug/Asset Seizure	4-20
<u>PUBLIC AFFAIRS</u>	4-20
<u>COMMAND PERSONNEL PROTOCOL</u>	4-21

ANNEXES

<u>A</u> – FLOWCHART - INCORPORATING EXPLOSIVE DETECTION CANINES INTO COMMERCIAL VEHICLE ENFORCEMENT FACILITY OPERATIONS...	4-23
<u>B</u> – BUREAU OF ALCOHOL, TOBACCO, FIREARMS, AND EXPLOSIVES CAR BOMB CHART	4-25

THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER 4

ENFORCEMENT OPERATIONS

1. COMMAND REQUIREMENTS.

a. Primary Duties. The mission of the California Highway Patrol (CHP) is to provide the highest level of Safety, Service, and Security to the people of California. The primary duty of a CHP officer is vehicle code enforcement with the goal of maximizing traffic safety. Officers shall not stop individuals for the primary purpose of drug interdiction unless they have reasonable suspicion or probable cause of drug-related activity. After a stop has been made, an officer shall not extend the stop beyond the time necessary to address the traffic violation unless the officer has probable cause or reasonable suspicion of criminal activity.

b. Dual-Purpose Canines. Dual-purpose canines serve as a valuable resource for officers in several critical areas including, but not limited to, criminal apprehension, officer protection, and acting as a psychological deterrent to suspect aggression. The deployment of a canine can minimize officer exposure to physical confrontations.

c. Narcotic Detection Canines. Narcotic Detection Canines (NDC) serve as a tool for officers in the performance of their primary role of traffic law enforcement.

d. Explosive Detection Canines. Explosive Detection Canines (EDC) serve as an effective tool in ensuring public safety. Except for canines assigned to Capitol Protection Section and the Governor's Protective Detail Section, EDC teams shall be deployed for duties assigned by their respective Division.

e. Definitions and Procedural Requirements. To ensure program uniformity, the following definitions and procedural requirements will be applied to the interpretation of the contents of this manual and strictly adhered to by Departmental Canine Program personnel in the performance of their duties. Consistent with departmental policy as outlined in Highway Patrol Manual (HPM) 100.68, Traffic Enforcement Policy Manual, CHP officers shall not engage in racial profiling or racial discrimination of any kind. For further direction on searches, and reporting requirements associated with searches, refer to General Order (GO) 100.91, Search and Seizure Policy.

(1) Search is defined as the physical intrusion into one's person or property to seek potential evidence or contraband that may be concealed. Merely looking at that which is open to view is not a search.

(2) Probable cause (to search) exists when there are enough articulable facts, training, knowledge, etc., (i.e., totality of the information) to provide a fair probability the object being sought will be found in the location the officer wants to search, and there is enough information to lead a reasonable and prudent person of ordinary intelligence, with the same level of training and experience, to arrive at the same conclusion.

(3) Reasonable suspicion is the articulable belief that: (1) something related to a crime has just happened, is happening, or is about to happen, and (2) the vehicle or the person in the vehicle that has been stopped, detained, or contacted (or a pedestrian that has been detained or contacted) is connected with that activity.

(4) Consent to search is a waiver of the Fourth Amendment protection against unreasonable searches and seizures; it is a valid way to conduct a warrantless search of a person, place, vehicle, container, etc. For consent and a consent search to be valid, the following must occur: (1) the consent must be granted freely and voluntarily, (2) the person granting consent must have "standing" over the items to be searched, (3) the scope or limitation of the search must be defined and cannot be exceeded by the officer unless probable cause exists, and (4) the person granting consent has the right and must have the ability to withdraw the consent at any time.

f. Standard Operating Procedures.

(1) It is every Division commander's responsibility to ensure the canine team is utilized to its full potential when considering its daily deployment.

(2) Canine teams deployed to an Area shall follow that Area's Standard Operating Procedure, which includes any agreements with allied agencies, district attorneys, and judges.

(3) The Area commander or designee shall apprise local allied agencies of the intended utilization of canine teams. Departmental canine call-out procedures should be reviewed with allied agencies who wish to utilize the services of canine teams.

(4) Training regarding safe conduct while in the vicinity of the canine should be provided to allied agencies who will be utilizing the services of a canine team.

(5) The commander of the respective Area or Division where an EDC is assigned shall ensure that Emergency Response Plans are updated to include safety and evacuation information appropriate to EDC deployment and the storage of explosive training aids.

(6) Protocols shall be developed with local agencies charged with explosive ordinance disposal (EOD) to safely and efficiently respond to assess and mitigate an emergency incident occurring at Commercial Vehicle Enforcement Facilities (CVEF) and other state buildings/property.

g. Hours of Canine Team Deployment. Generally, the hours for deploying a canine officer (CO) and canine in one patrol vehicle without another officer will be consistent with existing policy as addressed in GO 100.51, Number of Officers Assigned to Field Patrol Units. However, in order to maximize the availability of canine teams, the following are specific qualified exceptions to GO 100.51:

(1) The Division Canine Supervisor (DCS) or on-duty supervisor shall approve all call-out requests prior to the response of an off-duty canine team. Canine officers called out between 2200 and 0600 hours, who are assigned a canine that is not dual-purpose trained, shall only respond directly to and from the call-out request. During this call-out, the CO shall not undertake any routine enforcement action without another officer present.

(2) Division commanders may authorize the assignment of a CO and dual-purpose canine as a solo unit between 2200 and 0600 hours. Division commanders shall exercise discretion when sanctioning this type of assignment. The following conditions must be met prior to Division approval:

(a) The Area commander shall submit a written justification to Division for the assignment of the CO and canine as a solo unit during these hours.

(b) The beat environment shall afford reasonable safety to the CO.

(c) Prior to such deployment, the canine shall be trained and certified in patrol.

h. California Highway Patrol Requests for Services.

(1) After-hours requests for canine services from within the command or Division in which the team is assigned may be approved by the DCS or the on-duty shift supervisor.

(2) Interdivision requests for canine team services should normally be coordinated through the involved Divisions. When time is a factor, coordination may be completed by the on-duty supervisors in the affected Areas/Divisions.

(3) Affected Division commanders are to be apprised of any interdivision incident as soon as practical. Requesting commands will coordinate all arrest documentation, follow-up, and court filings which are a result of the canine team enforcement efforts.

i. Allied Agency Requests for Services. Requests from allied agencies for canine services shall be approved or denied by the DCS or on-duty shift supervisor prior to response. Asset forfeiture reporting requirements shall be complied with when a departmental canine team is involved in the seizure of a controlled substance or related assets (refer to HPM 81.5, Drug Programs Manual, Chapter 2, Asset Forfeiture Program).

(1) Communications Network (Comm-Net) messages in accordance with GO 100.80, Notification and Report of Emergencies and Unusual Occurrences, shall be prepared whenever a Hazardous Device Detail (HDD) response results in the disposal of an improvised explosive device and/or military munitions. At a minimum, the Comm-Net message should include:

- (a) Date, time, and the location of the incident.
- (b) Date and time of HDD response.
- (c) Agency or department requesting HDD response.

(2) Requests for canine team assistance in the execution of lawful search warrants may be approved by the commanders or their designees under the following circumstances:

- (a) Sufficient advance notice is given;
- (b) The CO attends the search warrant briefing;
- (c) The requesting allied agency will coordinate all necessary documentation required, with the exception of CHP paperwork, as a result of a canine team's enforcement efforts;
- (d) The canine team trained solely for explosive detection shall not enter a residence or building until the location has been fully secured; and
- (e) The canine team is utilized in a manner consistent with departmental policy and departmentally approved training.

j. Requests for Services at Public or Private Schools. In the absence of unusual circumstances, departmental canine teams shall not respond to perform sweeps for narcotics in public or private schools without specific articulable information leading to reasonable suspicion that there are narcotics present, and then only when requested by the law enforcement agency having primary jurisdiction over that facility. As with any allied law enforcement request for service, the request will be approved or denied by the DCS or on-duty shift supervisor prior to response.

2. DEPLOYMENT.

a. Deployment Locations.

(1) Dual-purpose canine teams shall be deployed with the full range of duties supporting the Department's mission. They shall not be assigned to a drug task force. Divisions shall coordinate canine deployment locations and schedules to ensure maximum availability and efficient allocation of canine resources.

(2) Explosive Detection Canine teams shall be deployed in a manner which is commensurate with their assigned responsibilities. When considering deployment strategies, Division commanders should consider that high operational visibility serves as a deterrent to criminal activities.

b. Explosive Detection Canine Alerts. Positive canine alerts shall result in immediate notification to the appropriate HDD or EOD team. Based upon an evaluation of the risk presented, the HDD or EOD team shall determine the appropriate course of action for the incident.

(1) In managing an explosives incident, personnel shall follow procedures outlined in HPM 50.1, Emergency Incident Management Planning and Operations Manual, Chapter 4, Hazard-Specific Plans.

(2) As necessary, implement the Incident Command System as outlined in HPM 50.1, Chapter 2, Emergency Incident Management and the Incident Command System.

(3) Utilize the checklists contained in Highway Patrol Guide (HPG) 50.3, Emergency Incident Guide, Chapter 3, Bomb Emergencies, and Chapter 7, Incident Command System.

(4) A Comm-Net message shall be prepared whenever bomb or explosive device incidents occur which meet the reporting requirements of GO 100.80.

c. Explosive Detection Canine Teams at Commercial Vehicle Enforcement Facilities. Utilization of EDC teams at CVEFs and platform scales (PS) shall be conducted in a fair and equitable manner and in conformance with the general enforcement policies outlined in HPM 100.68 and HPM 82.6, Commercial Enforcement Manual.

(1) Identifying specific vehicles or cargos suspected of carrying illegal explosive devices shall be based on articulable facts amounting at least to reasonable suspicion. Each incident should be evaluated in its totality by the officer on a case-by-case basis to determine the safest course of action.

(2) The following procedures should govern the activities of EDC teams at CVEFs and PSs.

(a) Search operations should not be attempted until a secondary officer arrives to assist.

(b) In the absence of unusual circumstances, EDC teams should not be utilized to search vehicles suspected of transporting chlorine-based bleach, ammonia, pesticides, poison inhalation hazards, or other commodities which may pose a health risk to the canine or handler if inhaled.

(c) Inspection procedures for EDCs operating at CVEFs and PSs are summarized in the flowchart in Annex A.

(d) Handlers should normally restrict canine sniffs to the exterior of the vehicle.

(e) Positive canine alerts shall result in the immediate notification to the CVEF commander or designee. Based upon an evaluation of the risk presented, emergency incident management procedures shall be implemented as necessary to mitigate the incident.

(f) Placarded vehicles shall be evaluated to assess the need for a regulatory inspection and/or canine evaluation.

(g) Consistent with issues of safety, personnel should attempt to move the vehicle to a safe location prior to conducting a canine search.

1 If the vehicle is suspected to contain explosives, it shall not be moved or sniffed by the canine.

(h) When determining the appropriateness of conducting a canine sniff, isolating a suspicious vehicle in place, moving the vehicle to a safe location, and/or initiating emergency incident management procedures, officers and supervisors shall use sound professional judgment based on the facts readily apparent at the time.

(i) Officers confronted with circumstances strongly supporting the conclusion that an explosive device exists shall not attempt a canine sniff. Instead, the appropriate EOD team shall be summoned.

(3) The following procedures shall be followed when confronted with an incident involving an explosive device:

(a) Based on an evaluation of the facts present at the time of the incident, if personnel believe an explosive device is present, the vehicle will not be moved and the area will be evacuated, at a minimum, to the Bureau of Alcohol, Tobacco, Firearms and Explosives (BATFE) established safe distance per the BATFE Car Bomb Chart. (Refer to Annex B.) Personnel should carefully consider the nature of the incident before deciding on a course of action. Take immediate steps to isolate the area (evacuation) and deny entry. **Safety shall be the primary factor considered in any risk versus benefit evaluation.**

(b) Direction in identifying safe stopping distances for explosive-laden vehicles can be found in HPM 84.2, Hazardous Materials Transportation and Incident Management, Chapter 7, Explosives Transportation. Commanders shall attempt to locate safe containment areas such as large parking lots, fields, or seldom-used roads within reasonable proximity to the facility. These containment areas may be utilized to mitigate an explosives incident consistent with the distance recommendations outlined in the Emergency Response Guidebook (ERG).

(c) If an explosive device can be identified, then the recommended isolation distance for the specific compound listed in the ERG shall be utilized.

(d) When the explosive device is not known, the initial evacuation distance shall be determined by the BATFE Car Bomb Chart.

(e) Upon securing the vehicle and area, the appropriate EOD team shall be summoned.

(f) In managing an explosives incident, personnel shall follow procedures outlined in HPM 50.1, Chapter 4.

(g) As necessary, implement the Incident Command System as outlined in HPM 50.1, Chapter 2.

(h) Utilize the checklists contained in HPG 50.3, Chapter 3 and Chapter 7.

(i) A Comm-Net message shall be prepared whenever bomb or explosive device incidents occur which meet the reporting requirements of GO 100.80.

d. Dual-Purpose Canine Team Deployments.

(1) Predeployment Considerations. When evaluating the need to deploy a dual-purpose canine team for suspect search or apprehension, specific consideration shall be given to:

(a) The severity of the crime, not solely the classification of the crime (i.e., felony, misdemeanor).

(b) Whether the suspect poses an immediate threat to the safety of the officer or the public.

(c) Whether the suspect is actively resisting or attempting to evade arrest by flight.

(d) The decision on deploying the canine shall be based upon the concepts of sound judgment, the circumstances perceived by the officer at the time, and the utilization of only that force reasonable to gain control of the situation. The primary factor to be considered is the safety of the officer or the public.

(2) Predeployment Announcement. When practical, the CO shall assure a loud verbal warning is given that a canine will be released before utilizing a dual-purpose canine team for vehicle, building, or area searches for criminal suspects, or in foot pursuit of a fleeing suspect. At a minimum, the warning should be given twice.

(a) The decision on whether to provide a verbal warning or not should be based on:

1 The urgency for canine deployment.

2 Any serious compromise to officer safety imposed by providing a warning.

(b) The following are suggested warnings:

1 "This is the California Highway Patrol. Stop or I will send in a police dog, and you will be bitten."

2 "This is the California Highway Patrol. Come out now or I will send in a police dog, and you will be bitten."

(c) Any report documenting canine deployment shall include a thorough description of the predeployment warning given or a detailed justification for not providing a warning, as appropriate.

(3) Building Searches. Prior to conducting any building search for a suspect, the CO shall ascertain the severity of the crime and determine if the use of a canine is appropriate. Additionally, unless tactically inappropriate, the CO shall assure the following:

- (a) A perimeter has been established.
- (b) A suspect description is obtained.
- (c) All law enforcement personnel are accounted for.
- (d) No law enforcement personnel are inside the building.
- (e) All possible intelligence on the suspect, location, and time frames has been obtained.
- (f) A cover officer is selected and properly briefed on their role.
- (g) Dispatch is advised of the canine deployment.
- (h) For residential searches, every reasonable effort is made to ensure the safety of any residents and pets. Residential searches should be conducted on leash.

(4) Open Area Searches. Prior to conducting any open area search for a suspect, the CO shall ascertain the severity of the crime and determine if the use of a canine is appropriate. Additionally, unless tactically inappropriate, the CO shall assure the following:

- (a) A perimeter has been established.
- (b) A suspect description is obtained.
- (c) All law enforcement personnel are accounted for.
- (d) No law enforcement personnel are in the area to be searched.
- (e) All possible intelligence on the suspect, location, and time frames has been obtained.
- (f) A cover officer is selected and properly briefed on their role.
- (g) Dispatch is advised of the canine deployment.

(h) Every reasonable effort is made to remain in contact with the canine, taking into consideration the safety of the CO, the canine, perimeter personnel, and the public.

(5) Vehicle Suspect Searches. Prior to conducting a vehicle search for a suspect, the CO shall ascertain the severity of the crime and determine if the use of a canine is appropriate. Additionally, unless tactically inappropriate, the CO shall assure the following:

- (a) Every reasonable effort is made to assure the safety of any innocent occupants and pets.
- (b) A cover officer is selected and properly briefed on their role.
- (c) All possible intelligence on the suspect is obtained.
- (d) Dispatch is advised of the canine deployment.
- (e) Positive control of the canine is maintained when the canine is outside of the patrol or subject vehicle.

(6) Vehicle Contraband Searches. Prior to conducting a vehicle search for contraband, the CO shall determine if the use of a canine is within policy. Additionally, the CO shall assure the following:

- (a) Officer safety is given primary consideration. Unless unusual circumstances exist, officer safety procedures contained in HPM 70.6, Officer Safety Manual, shall be followed.
- (b) Safety of the involved motorist and any occupants is provided for.
- (c) Positive control of the canine is maintained when the canine is outside of the patrol or subject vehicle.

(7) Foot Pursuits. Prior to deploying the canine in foot pursuit of a suspect, the CO shall ascertain the severity of the crime and determine if the use of a canine is appropriate. Additionally, unless tactically inappropriate, the CO shall assure the following:

- (a) Officer safety is given primary consideration. Unless unusual circumstances exist, officer safety procedures contained in HPM 70.6 shall be followed.
- (b) The need for apprehension is weighed against the officer safety risk involved in engaging in pursuit.

(c) The need for apprehension is weighed against the potential risk of injury to innocent parties and other law enforcement personnel.

(d) Dispatch is advised of the canine deployment.

(8) Canine Control. The decision to deploy the canine on leash or off leash shall be explained by the CO in any report documenting canine deployment.

(9) Tactical Team Assistance. The DCS or on-duty shift supervisor shall evaluate requests for tactical team assistance, considering the familiarity of the canine team with the tactical team making the request. Teams that do not regularly train together in a tactical environment should not operate together in a tactical event. In those instances, canine team assistance should be limited to perimeter containment. The decision to allow regular training with a tactical team shall be at the discretion of the Division commander.

e. Felony Stops by a Canine Team. Canine teams should not normally be used as the primary unit on a felony stop. Should the situation require such action, the CO shall have the communications center advise other responding units and allied agencies to use caution in the vicinity of the canine enforcement vehicle. Only canine teams trained and certified to clear vehicles for suspects may be utilized for this purpose.

f. Air Transportation of a Canine Team. A canine team may be transported by departmental or allied agency aircraft to search locations as necessary. The departmental pilot/flight officer or on-duty air operations supervisor will have the final authority as to the mission and availability of the aircraft.

g. Prisoner Transportation by a Canine Team.

(1) The CO may transport a single, nonviolent, in-custody prisoner in the right front seat of the canine unit only. Multiple arrests or violent prisoners shall not be transported by the canine unit.

(2) If the canine has been physically involved in the arrest (i.e., physical altercation with the prisoner), the canine vehicle should not normally be utilized to transport the prisoner.

(3) When the canine unit is deployed with a second officer, the canine unit shall not be used to transport prisoners.

h. Injuries Inflicted by a Canine.

(1) In the event of a bite or other injury directly attributable to a CHP canine (other than the CO or an agitator during training), notification of the incident

shall be made to the DCS. As outlined in Chapter 2, Canine Program Responsibilities, of this manual, the DCS shall notify Field Support Section (FSS) and the Departmental Canine Coordinator by departmental e-mail as soon as practical.

(2) When a canine contact results in an incident meeting the criteria outlined above, the CO shall follow the procedures described below.

(a) Provide immediate first aid and obtain medical treatment for the injured.

(b) The injured person shall be taken to a medical facility for treatment and a medical clearance shall be obtained unless the person refuses treatment. Departmental personnel shall not authorize payment for injuries sustained to nondepartmental personnel.

(c) Immediately notify the DCS and/or the on-duty shift supervisor.

(d) Photograph the injury after the affected area has been cleaned and attended to.

(e) Prepare an incident report as appropriate. Reports regarding or containing canine bite information shall only be written by the CO. The CO is responsible for accurately articulating canine behavior during an incident. Therefore, it may be necessary for the CO to write a supplemental report to be attached to the investigating officer's report when a canine has been utilized to affect an arrest.

(f) Assist the DCS in preparing a CHP 268, Risk Management Potential Civil Litigation Report, and CHP 275, Risk Management Use of Force Report.

(3) The DCS or on-duty shift supervisor shall follow the procedures below and outlined in Chapter 2 of this manual for incidents described in paragraph 2.h.(1).

(a) Notify the commander as soon as possible.

(b) Obtain a signed medical release from the injured party to obtain copies of the injured person's medical treatment report.

(c) In the event property damage occurs which is directly attributable to a canine team, attempt to locate and notify the property owner or responsible person of any damage. The supervisor shall ensure this information is included in the investigation reports.

(4) Division commanders are responsible for review of all injury and/or property damage reports attributable to the canine team and shall make a determination regarding compliance with policy by the canine team. Divisions may contact FSS for assistance in evaluating the deployment of the canine and a canine team's compliance with policy. Policy violations and issues related to the deployment of the canine shall be included on a CHP 268. If the determination is made by the Division commander, with concurrence from FSS, that additional training of the CO or canine is required, the Division commander shall immediately remove the canine team from service pending the successful completion of the training. Training should be completed as soon as possible and shall sufficiently address the identified training issue(s). Information regarding what led to the team's removal from service, and what corrective action(s) were taken to return the team to service, shall be included on a CHP 268. Once corrective action is completed, Enforcement and Planning Division shall notify Assistant Commissioner, Field, by memorandum. The memorandum shall include a summary of the entire incident and action taken.

(5) In accordance with the California Health and Safety Code, the following shall apply:

(a) Section 121685. Notwithstanding any other provision of this chapter, a dog used by any state, county, city, or city and county law enforcement agency shall not be quarantined after biting any person if the bite occurred while the dog was being used for any law enforcement purpose. The law enforcement agency shall make the dog available for examination at any reasonable time. The law enforcement agency shall notify the local health officer if the dog exhibits any abnormal behavior.

(b) Section 121580. "Quarantine," as used in this chapter, means the strict confinement, upon the private premises of the owner, under restraint by leash, closed cage, or paddock, of all animals specified in the order of the department.

NOTE: Departmental canines shall not be turned over to any animal control facility for quarantine. Law enforcement canines may continue to be utilized and transported in the canine vehicle. If quarantine is warranted, the above procedure will serve as a working quarantine.

i. Scheduling. The following should be considered in scheduling, with the exception of Capitol Protection Section and the Governor's Protective Detail Section, where events at the Capitol or where the Governor will be present shall take priority:

(1) Division commanders will determine the operational locations and work hours of canine teams with the goal of ensuring maximum effectiveness of the team.

(a) In order to accommodate canine team training, flexibility in shift hours and days off should be considered.

(b) The activity of the canine team shall be monitored by the DCS for compliance with departmental policy in training and activity requirements. This can help determine whether a change in scheduling may be necessary to attain the best results.

(2) To assist departmental personnel (Areas, Divisions, and communications centers) with canine team identification and to promote uniformity, all canine teams shall be assigned and dispatched as a "King" unit.

j. Reporting.

(1) CHP 415, Daily Field Record, and CHP 215, Notice to Appear, Reporting.

(a) Canine officers shall document their normal shift work by recording duty code 65 in the special time on box on side 1 of the CHP 415 and on the CHP 215.

(b) Canine officer overtime related to drug detection must be documented in the overtime box on side 1 of the CHP 415 with overtime duty code 64.

(c) Canine officer overtime related to explosive detection must be documented in the overtime box on side 1 of the CHP 415 with overtime duty code 67.

(2) Overtime.

(a) All canine-related overtime requires approval by the DCS or the on-duty shift supervisor.

(b) The DCS should verify out-of-Area overtime with the requesting CHP Area supervisor.

(3) CHP 257, Canine Training/Sniff Log (PNDC/PEDC).

(a) To facilitate accurate recording of the canine's training and activity, COs shall document all canine activity related to training and enforcement in the appropriate sections.

(b) Documentation of training shall include recording the number of plants, finds, and the amount of time used for training under the appropriate

subheading. For training purposes, all sniffs and searches will be documented as sniffs under the Vehicle Sniffs subheading on side 1 of the CHP 257.

(c) Training time related to Patrol and Obedience shall be documented under the appropriate subheading. The team shall be assigned a rating, either satisfactory (S) or unsatisfactory (U), accurately reflecting the team's performance during the exercise.

(d) For all enforcement contacts where a canine performs a sniff of a vehicle (whether a search is later performed or not), search of a building, or area, for anything other than a person, the CO shall document the number of times the canine is used, the number of finds, and the time spent performing the sniff/search under the appropriate subheading.

(e) For purposes of documenting activity, "a find" is defined as any instance when a canine alerts while performing search/sniff-related functions. If the canine alerts only to residue or odor, a find will be recorded under the appropriate subheading, as long as there is supporting evidence that contraband was located there previously. The CO shall ensure the amount of any substance or currency is documented on side 2 of the CHP 257. If the canine alerts to odor only, this fact should be noted under the Substance section on side 2.

(f) Canine officers shall fill in the appropriate boxes for any find resulting from canine activity.

(g) The located substance shall be identified based on the COs training and experience or as a result of preliminary field tests. Canine officers are not required to wait for official lab results prior to recording located substances on the CHP 257.

(h) Substances, including pills, shall be recorded in grams and currency in whole dollar amounts.

(i) During any instance the canine's presence is used to deter an unwanted response, or a subject ceases an action due to the presence of a canine, the CO shall document this under the Deterrent subheading.

(j) Any instance that the canine warning is given while attempting to apprehend a subject or to protect the handler shall be considered a deployment and documented under the appropriate subheading.

1 If the subject gives up after the canine is released to apprehend the subject and the canine successfully re-calls to the handler, or the canine locates the subject, but is not able to make contact, it shall be documented under the call-off subheading.

2 If the canine bites or injures anyone, outside of training, it shall be documented in the Deployments section, under the appropriate subheading, with an explanation on side 2 (refer to paragraph 2.h.[1] for reporting requirements).

3 If the canine is released to apprehend a subject, and is unable to locate the subject, it shall be documented under the Not Found subheading.

(k) The sum of incidents in which the canine is used for patrol purposes (i.e., deterrent, apprehension, handler protection) shall be documented in the Total Patrol Deployments section.

(l) All canine-related costs (i.e., veterinary care, boarding fees, expenses charged to a departmental CAL-Card) shall be documented in the Maintenance Costs section.

(4) CHP 257H, Canine Training/Sniff Log (HDD/EDC Canine).

(a) To facilitate accurate recording of the canine's training and activity, COs shall document all canine activity related to training and enforcement in the appropriate sections.

(b) Documentation of training shall include recording the number of plants, finds, and the amount of time used for training under the appropriate subheading. For training purposes, all sniffs and searches will be documented as sniffs under the Vehicle Sniffs subheading on side 1 of the CHP 257H.

(c) Training time related to Patrol, Confidence Course, and Obedience shall be documented under the appropriate subheading. The team shall be assigned a rating, either satisfactory (S) or unsatisfactory (U), accurately reflecting the team's performance during the exercise.

(d) For all enforcement contacts where a canine performs a sniff of a vehicle (whether a search is later performed or not), search of a building, or area, for anything other than a person, the CO shall document the number of times the canine is used, the number of finds, and the time spent performing the sniff/search under the appropriate subheading.

(e) For any instance the canine team is asked to perform a search, the information will be documented in the Call-Outs section on side 2 of the CHP 257H.

(f) For any instance the canine locates a device, or alerts on a substance outside the course of training, all relevant information will be documented in the Comments section on side 2 of the CHP 257H. If a Comm-Net message is associated with the find, it shall be attached to the CHP 257H.

(g) All canine-related costs (i.e., veterinary care, boarding fees, expenses charged to a departmental CAL-Card) shall be documented in the Maintenance Costs section.

(5) CHP 100, Officer's Evaluation/Activity Summary.

(a) To facilitate the accurate reporting of canine team activities, NDC Cos and EDC COs shall utilize the CHP 100, Officer's Evaluation/Activity Summary. The CHP 100 shall be completed in accordance with HPM 10.10, Performance Appraisal Manual, Chapter 3, Performance Appraisal Process for Officer, California Highway Patrol.

(b) All searches conducted by COs shall be recorded in the Activity section of the Officer's Detailed Work Summary panel of the CHP 100 and include the following information:

1 Date of search.

2 License plate of subject vehicle or driver license number of subject.

3 Result of search (i.e., arrest; CHP 215; CHP 281, Notice to Correct Violation; verbal warning).

(c) To monitor the performance of a CO, the DCS is required to evaluate each officer based on the criteria outlined in HPM 10.10. To evaluate the canine team's performance, the DCS shall utilize the information from the CHP 100, the CHP 257, and monthly maintenance training to determine if the canine team's performance is within departmental standards and document this information in the Supervisor's Comments section of the Supervisor's Rating and Comments panel of the CHP 100.

k. Management Information System Notification of Drug/Asset Seizure. At the conclusion of each incident resulting in the location and seizing of illegal contraband, the CO shall complete and submit the Management Information System (MIS) Notification of Drug/Asset Seizure to the DCS for review and approval. In the event

a DCS is not available, a field supervisor may approve the completion and submission of the MIS. The responsible supervisor shall ensure the MIS Notification of Drug/Asset Seizure is correctly completed pursuant to departmental policy and submitted within 24 hours of the seizure.

3. PUBLIC AFFAIRS.

- a. The unique nature of the canine program, and the publicity which often surrounds it, may result in media inquiries regarding canine teams or requests for public affairs presentations.
- b. Public awareness efforts which are undertaken should emphasize the technical proficiency of canine teams and the ability of canines to work safely in all contacts with the public.
- c. The DCS shall evaluate all requests for public affairs-related presentations, including media ride-alongs, prior to approval and participation.
- d. Departmental coverage and operational needs will be the first consideration.
- e. All information and statistics regarding a canine team's performance shall be cleared by the DCS prior to public release. In no event shall sensitive information, such as intelligence information, specific areas of deployment, the canine's limitations, or other similar information, be released to the public.
- f. The CO, when assigned to a public affairs function, shall prepare themselves, the canine, and all canine equipment in such a manner as to present a professional image to the audience.
- g. All public demonstrations should be simple, functionally oriented, and accompanied by a valid explanation.

4. COMMAND PERSONNEL PROTOCOL.

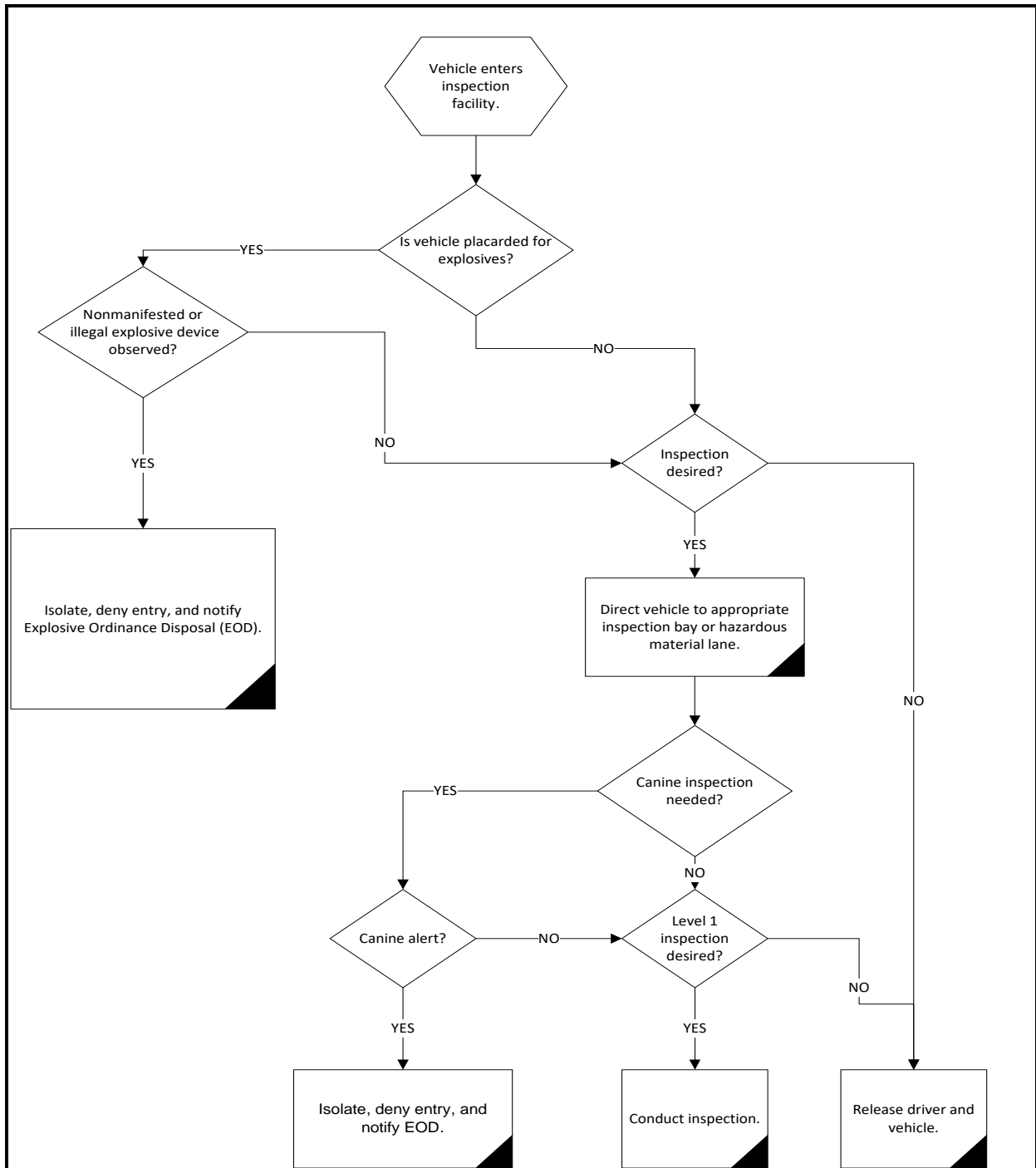
- a. Division commanders are responsible for ensuring all employees in their command are trained and aware of the proper protocol to be followed when working near a canine. This may be accomplished by having the CO conduct quarterly instruction at briefings and training days as outlined in Chapter 2, paragraph 12., of this manual.
- b. To minimize stress for the canine and to ensure a safe working environment for departmental employees, the following rules of conduct shall be followed:

- (1) Departmental personnel shall not harass, tease, feed treats, or abuse the canine.
- (2) Departmental personnel shall not reach into and/or enter a canine vehicle containing a canine except in emergency situations.
- (3) Departmental personnel, other than the CO, shall not give commands to the canine except in emergency situations.
- (4) Departmental personnel shall not approach the canine without the consent of the CO, and then only when the CO is present.
- (5) When the canine team is called upon to conduct a search of a vehicle, structure, or area, officers shall preserve the scene to prevent contamination of potential evidence.
- (6) When the canine team is utilized in a specific tactical situation/search, departmental personnel shall heed the directions of the CO regarding the canine. Unless otherwise decided by a supervisor, the CO shall make the final decision regarding utilization of a canine based upon the safety of everyone involved and the training of the canine team.
- (7) When a canine is present at an incident, it is especially important Area personnel remain alert and do not lower their level of officer safety awareness.

THIS PAGE INTENTIONALLY LEFT BLANK

ANNEX A

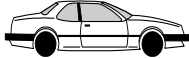
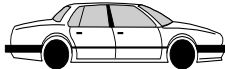
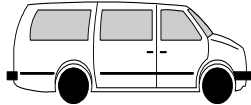
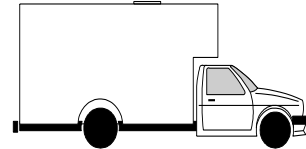
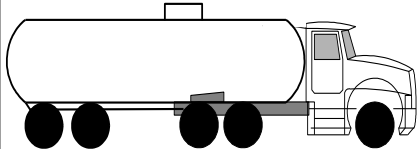
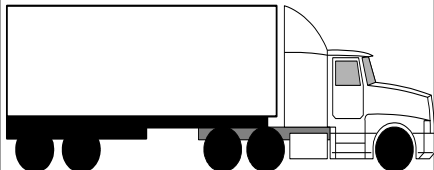
FLOWCHART - INCORPORATING EXPLOSIVE DETECTION CANINES INTO COMMERCIAL VEHICLE ENFORCEMENT FACILITY OPERATIONS



THIS PAGE INTENTIONALLY LEFT BLANK

ANNEX B

**BUREAU OF ALCOHOL, TOBACCO, FIREARMS, AND EXPLOSIVES
CAR BOMB CHART**

<p align="center">BATFE CAR BOMB CHART</p>	<p align="center">VEHICLE DESCRIPTION</p>	<p align="center">MAXIMUM EXPLOSIVE CAPACITY</p>	<p align="center">LETHAL AIR BLAST RANGE</p>	<p align="center">MINIMUM EVACUATION DISTANCE</p>	<p align="center">FALLING GLASS HAZARD</p>
	<p align="center">COMPACT SEDAN</p>	<p align="center">500 POUNDS 227 KILOS (IN TRUNK)</p>	<p align="center">100 FEET 30 METERS</p>	<p align="center">1,500 FEET 457 METERS</p>	<p align="center">1,250 FEET 381 METERS</p>
	<p align="center">FULL SIZE SEDAN</p>	<p align="center">1,000 POUNDS 455 KILOS (IN TRUNK)</p>	<p align="center">125 FEET 38 METERS</p>	<p align="center">1,750 FEET 534 METERS</p>	<p align="center">1,750 FEET 534 METERS</p>
	<p align="center">PASSENGER VAN OR CARGO VAN</p>	<p align="center">4,000 POUNDS 1,818 KILOS</p>	<p align="center">200 FEET 61 METERS</p>	<p align="center">2,750 FEET 838 METERS</p>	<p align="center">2,750 FEET 838 METERS</p>
	<p align="center">SMALL BOX VAN 14FT BOX</p>	<p align="center">10,000 POUNDS 4,545 KILOS</p>	<p align="center">300 FEET 137 METERS</p>	<p align="center">3,750 FEET 1,143 METERS</p>	<p align="center">3,750 FEET 1,143 METERS</p>
	<p align="center">BOX VAN OR WATER/FUEL TRUCK</p>	<p align="center">30,000 POUNDS 13,636 KILOS</p>	<p align="center">450 FEET 137 METERS</p>	<p align="center">6,500 FEET 1,982 METERS</p>	<p align="center">6,500 FEET 1,982 METERS</p>
	<p align="center">SEMI-TRAILER</p>	<p align="center">60,000 POUNDS 27,273 KILOS</p>	<p align="center">600 FEET 183 METERS</p>	<p align="center">7,000 FEET 2,134 METERS</p>	<p align="center">7,000 FEET 2,134 METERS</p>

THIS PAGE INTENTIONALLY LEFT BLANK