

	<p style="text-align: center;">LANE COUNTY SHERIFF'S OFFICE POLICY</p>	<p>Number: G.O. 7.31</p>
		<p>Issue Date: March 21, 2005</p>
		<p>Revision Date: April 17, 2012; June 18, 2019</p>
<p>CHAPTER: Patrol</p>		<p>Related Policy: G.O. 1.12 (Use of Force), G.O. 7.16 (Guidelines for Avoiding Liability)</p>
<p>SUBJECT: Use of Canine Units</p>		<p>Related Laws: FLSA</p>

POLICY: The Police Service Canine Unit and Narcotics Detection Dog Team will be used to augment Police Services of the Lane County Sheriff's Office for the community and the Lane County Jail. The purpose of the Narcotics Detection Dog Team is to search for and locate narcotics evidence, in a variety of settings, by assisting law enforcement with narcotics investigations.

RULE:

1. Canine Teams shall be used only to locate and apprehend criminal, dangerous offenders, missing persons or evidence. Narcotics Detection Dog Team will be only used to assist in investigations involving narcotic and narcotics detection.
2. Upon approval by the Jail Commander, the Narcotics Detection Team will be used to search the Lane County Jail at the request of Lane County Jail supervisory staff.
3. The Narcotics Detection Team will be used, at the discretion of the Canine Unit Sergeant, and availability of the Narcotics Detection Dog Team, to do school presentations and locker/area searches upon the request of the school.

PROCEDURE:

- I. Use of Police Service Dog and Narcotics Detection Dog Teams
 - A. Main Office Patrol uses Police Service Dog and Narcotic Detection Dog teams as a tool to assist and supplement operations. Canine Handlers will have the same responsibilities as a Main Office Deputy, in addition to providing Canine services.
 - B. A Police Service Dog may be used to locate and apprehend a suspect, if the Canine Handler reasonably believes that the individual has either committed or is about to commit any offense, and any of the following conditions exist:
 1. There is reasonable belief that the individual poses an immediate threat of violence or serious harm to the public, self, or any Law Enforcement Officer.

2. The individual is actively resisting arrest or attempting to evade arrest by flight and the use of a Police Service Dog is reasonable, based on the totality of the circumstances to overcome that resistance or prevent escape.
 3. The individual has left the area and the use of a Police Service Dog appears advantageous to locate and, if necessary, apprehend the individual.
 4. The individual is believed to be concealed in an area where entry by someone other than the Police Service Dog would pose a threat to the safety of the public or Law Enforcement Officers.
- C. A Narcotic Detection Dog may be used to search for and locate narcotic or controlled substances evidence, if the Canine Handler reasonably believes any of the following conditions exist:
1. There is reasonable belief that the illegal substances may be hidden from view and a canine sniff would be permissible.
 2. The use of a Narcotic Detection Dog reasonably appears to be necessary to locate narcotic or controlled substance evidence.
 3. The use of a Narcotic Detection Dog is requested to search the Lane County Jail or to assist any other law enforcement agency.
- D. It is recognized that situations may arise that do not fall within the provisions set forth in this policy. In any such case, a standard of objective reasonableness shall be used to review the decision to use a Police Service Dog or Narcotic Detection Dog in view of the totality of the circumstances.

II. Lane County Sheriff's Office Employee Responsibilities

- A. Check with the handler before interacting with the Police Service Dog or the Narcotic Detection Dog.
- B. Do not tease, harass, intimidate or engage in activity that the Police Service Dog or the Narcotic Detection Dog may interpret as aggressive or hostile.
- C. Do not give the Police Service Dog or the Narcotic Detection Dog commands unless directed by the handler or in an emergency.
- D. Do not engage in "horse play" with the dogs or simulate an attack on the dog handler, thereby causing the dogs to defend the handler.
- E. Lane County Sheriff's Office personnel are encouraged to become acquainted with the Police Service Dog or Narcotics Detection Dog, but shall not pet or feed the dog unless they receive permission from the handler.

- F. Identify situations where use of a Police Service Dog and the Narcotic Detection Dog would be advantageous and request a Police Service Dog or the Narcotic Detection Dog.
 - 1. Set up a perimeter for containment and do not search the area.
 - 2. Attempt to minimize or avoid contaminating the scene.
 - 3. Brief the responding Canine Handler on nature of the call, offense the suspect is believed to have committed, location of perimeter Deputies and other non suspects in the area, location the suspect was last seen, suspect description, and other areas the suspect may have traveled.
 - 4. When assisting any Canine Team with a search, cover the canine team as directed by the canine handler, avoid back lighting the handler or Canine, and scan the area from side to side and adjacent to the Canine Team.
 - 5. Personnel shall not hide any controlled substance for the purpose of testing the dog's abilities without prior approval of the handler or Canine Sergeant.

- G. A handler may respond to a LCSO call without being requested, if considering all information a Police Service Dog or the Narcotic Detection Dog might be beneficial and the handler is not already committed to another call for service.

- H. If the Narcotic Detection dog finds illegal drugs or the Police Services Canine finds a suspect, do not attempt to document specific actions of the dog/handler team in your report. This will be done by the handler with a supplemental report and/or a Use of Force Report.

III. Preparation for Utilization of Police Service Dog

- A. Prior to the use of a Police Service Dog to search for or apprehend any individual, the Police Service Dog handler and/or on duty supervisor shall carefully consider all pertinent information reasonably available at the time. The information shall include, but is not limited to the following:
 - 1. The individual's age or estimate thereof.
 - 2. The nature of the suspected offense.
 - 3. Any potential danger to the public and/or other Law Enforcement Officers at the scene, if the Police Service Dog is released.
 - 4. The degree of resistance the individual has shown, if any.

5. The potential for escape or flight, if the Police Service Dog is not utilized.
 6. The potential for injury to Law Enforcement or the public caused by the suspect, if the Police Service Dog is not utilized.
- B. The Police Service Dog handler shall have the ultimate authority not to deploy the Canine. The handler will evaluate each situation and determine if the use of a Police Service Dog is technically feasible. Generally, the decision to deploy the Police Service Dog shall remain with the handler; however, a supervisor sufficiently apprised of the situation may decide not to deploy the Police Service Dog.

IV. Warnings Given to Announce the Use of a Police Service Dog

- A. Prior to directing the Police Service Dog to bite and hold a suspect, Canine Handlers will give a clearly audible warning to announce that a Police Service Dog will be used.
- B. An audible warning is not required, if it would increase the risk of injury or escape.
- C. When practical, and prior to using the Police Service Dog, the Canine Handler shall advise the on duty supervisor of their decision not to provide an audible warning.
- D. In the event of an apprehension, the handler shall document whether or not a verbal warning was given, and if no warning was given the reason why.

V. Deployment of the Narcotics Detection Dog

- A. Narcotics Detection Dog handler will make the decision if the Narcotics Detection Dog will be utilized to its full potential prior to deployment.
- B. If the Narcotics Detection Dog team is on duty, deputies may request their assistance if the deputy believes, based on their training and experience, that illegal substances (i.e.: drugs, money, etc.) may be hidden from view in an area where a canine sniff would be a permissible investigative tool.
- C. If the Narcotics Detection Dog team is off duty, a request to call out the Narcotics Detection Dog team will be made through the on duty shift supervisor.
- D. If the Narcotics Detection Dog team is requested, ensure the conditions are as conducive as possible to the successful use of the dog, and brief the handler on what was done prior to the arrival of the dog team. It is generally preferable to allow the dog to be used prior to deputies conducting a search.

1. Search of Buildings - if possible, doors and windows should be closed and the HVAC system shut off. Persons should be removed from the areas to be sniffed prior to the dog beginning to work, taking care to ensure that they do not remove evidence.
 2. Search of Vehicles - turn off engine and accessories, which might affect scent (air conditioning).
- E. If the Narcotics Detection Dog team is requested to conduct a search inside the Jail, it is preferable that the Jail cooperate with the following guidelines.
1. The Shift Supervisor at the Jail will meet the Narcotic Detection Dog Team Handler upon the Team's arrival at the Jail facility to provide a detailed briefing of the situation and suspected illegal substance.
 2. On duty Jail staff will not engage or attempt to interact with the Narcotic Detection Dog without the expressed permission of the Handler.
 3. The Narcotic Detection Dog will not be deployed to the requested search location until all inmates have been removed from the housing area the dog will be searching.
 4. If unable to remove the inmates from the direct area of the search, no inmate will be in the room or direct vicinity of the Narcotic Detection Dog during the search process.
 5. Once the Narcotic Detection Dog has begun the search, it will not be interrupted without the permission of the Handler, unless an emergent situation arises.
 6. Upon completion of the search, the Shift Supervisor at the Jail will forward a memorandum to the Security Lieutenant, detailing;
 - a. Date, time, and reason for the search;
 - b. Who was the contacted;
 - c. Who approved the deployment;
 - d. Name of Handler and Narcotic Detection Dog;
 - e. Start time and end time of the search;
 - f. Location of the search;
 - g. Any unusual occurrences/incidents;
 - h. What was found during the search;
 - i. Disposition of any evidence.
- F. Prior to the dog's deployment, deputies will brief the handler of the situation, and advise of any known hazards or circumstances that would cause injury to the dog

or handler, or which might otherwise interfere with the successful deployment of the dog.

- G. The deputy requesting the search will normally be responsible for the handling, seizing, securing and placing into evidence any illegal drugs found, unless assigned to another deputy.
- H. The Narcotic Detection dog may be used, in appropriate circumstances and in accordance with applicable statutory and case law, to sniff vehicles, buildings, other locations, and items to determine if drugs are present or as otherwise permitted by state and federal law.
- I. The Narcotic Detection dog may be used any time the handler receives a valid consent from the responsible party. Absent consent, the dog may be generally used if there is a reasonable suspicion that illegal drugs are present, to assist in service of a search warrant which authorizes to search for illegal drugs, or if the dog/handler team is in the area where it would otherwise be permissible for a law enforcement officer to be. The Narcotic Detection dog will not be deployed to sniff people unless reasonable suspicion/probable cause exist that the person is in possession of illegal drugs.
- J. If the handler becomes aware of the Narcotic Detection dog's alert to the presence of illegal drugs in a place or at any time when the dog was not specifically being deployed to sniff for drugs, the handler will follow up on that alert, as the handler would in any situation in which there was reasonable suspicion that illegal drugs were present.
- K. The use of the Narcotics Detection Dog in public schools is permitted only when:
 - 1. The school's principal or designated authority requests or approves use of the dog;
 - 2. There is reasonable suspicion to believe that illegal narcotics are being possessed, distributed and or consumed on the premises such that the interests of the school are being unacceptably compromised.
 - 3. The search is limited to inanimate objects in the public areas and the exterior of student lockers unless reasonable suspicion exists to gain admission to lockers and related areas where there is a reasonable expectation of privacy.
- L. Any suspect assaulting the Narcotics Detection dog will be charged under ORS 167.339 (assaulting law enforcement animal).

VI. Reporting Canine Use of Force

- A. In all cases where a LCSO Police Service or Narcotic Detection Canine causes injury to an individual or a complaint of injury is made, the incident shall be documented in a written report. In addition, all injuries or complaints of injury shall be documented in a Use of Force Memo. The Canine Handler is responsible for the following:
1. Provide first aid to the injured person.
 2. If needed, obtain transport to a hospital for treatment.
 3. Immediately notify the on duty supervisor.
 4. Identify the person seized by the Canine.
 5. Document the incident.

VII. Police Service or Narcotic Detection Dogs in Public Areas

- A. All Police Service and Narcotic Detection Dogs shall be kept on a leash when in areas that allow access to the public. Exceptions would include specific police operations for which the Police Service and Narcotic Detection Dogs are trained.
- B. Police Service and Narcotic Detection Dogs shall not be left unattended in any area to which the public may have access.
- C. When the Police Service and Narcotic Detection Dog is left unattended in the patrol car, all windows and doors shall be secured.

VIII. Request for Assistance from Other Agencies:

- A. The on duty supervisor or Canine Unit supervisor shall approve all requests for use of the Police Service and Narcotic Detection Dog from outside agencies.
- B. Assistance to outside agencies will follow the listed guidelines in this policy.
- C. Canine assistance to outside agencies shall be subject to the following provisions:
1. The Police Service and Narcotic Detection Dog shall not be used to perform any assignment that is not consistent with this policy.
 2. Upon arrival at the scene, the Canine Handler has the ultimate decision on whether or not the Police Service and Narcotic Detection Dog will be used for a specific assignment.

3. The Police Service and Narcotic Detection Dog and handler shall not be called out while off duty without the approval of the on duty supervisor and Police Services on call Operations Officer.
4. When ever an outside agency requests assistance of the Narcotics Detection Dog team, the on-duty shift supervisor will attempt to accommodate this request. Requests will be based on the availability of the Narcotics Detection Dog team, seriousness of the circumstances and the totality of the situation requiring the team.

IX. Request for Public Demonstrations

All requests for public demonstrations will be made through the Canine Unit supervisor. The Canine Unit supervisor must previously approve all public demonstration of apprehension work.

X. Police Service Dog Handler Assignments

- A. Police Service Dog Handler assignments require a long-term time commitment, preferably the duration of the Police Service Dog's career.
- B. Police Service Dog Handlers are required to reside in an adequately fenced, single-family residence (minimum five foot high fence with locking gates).
- C. Police Service Dog Handlers are subject to call-outs, civic and school demonstrations, and specialized training, in addition to regular patrol duties.
- D. Police Service Dog Teams will normally be assigned to night shifts.

XI. Narcotic Detection Dog Handler Assignments

- A. Narcotics Detection Dog handler will have the same responsibilities as other patrol deputies, with the additional responsibility of handling the Narcotics Detection Dog. The Narcotics Detection Dog handler is subject to call outs, civic and school demonstrations and specialized training.
- B. Narcotics Detection Dog will have an assigned shift and day off pattern that best suits the operational needs of the department.
- C. Narcotics Detection Dog handler will complete deployment, training and performance records that will be submitted to the Canine Sergeant after each deployment and training session.
- D. Narcotics Detection Dog Handler will have the responsibility of the physical care, maintenance and health care of the Narcotics Detection Dog and will ensure that

the Narcotics Detection Dog will have regularly scheduled examinations by a licensed veterinarian.

- E. After an absence from work longer than (30) days, the affected canine team in consultation with the Canine Sergeant will arrange for and schedule a performance evaluation and any/all refresher training.
- F. Any performance/training deficiencies in the abilities of the canine team will be reported to the Canine Sergeant.
- G. Narcotics Detection dog will be properly kenneled or under the direct supervision of his/her assigned handler.
- H. The Narcotics Detection Dog will be on a leash when entering an evaluation area. Whether the dog remains on a leash will be the handler's discretion.
- I. Continuous ongoing refresher training to maintain peak performance is the responsibility of the dog handler (16 hours in-service training per month minimum along with periodic training during regular shifts when not on an assignment).
- J. The Narcotics Detection Dog Team shall be trained and certified to meet current Oregon Police Canine Association standards (OPCA) or standards set by another suitable and court recognized narcotics detection dog certification program.

XII. Handler Compensation

The Police Service and Narcotic Detection Dog handler shall be compensated for time spent in the care, feeding, grooming, and other needs of the dog as provided in the Fair Labor Standards Act and current LCPOA bargaining contract.

XIII. Care for the Police Service and Narcotic Detection Dog Equipment

- A. The Canine Handler shall ensure that the Police Service and Narcotic Detection Dogs receives proper nutrition, grooming, training, medical care, affection, and living conditions.
- B. The handler shall maintain all Sheriff's Office equipment under their control in a clean and serviceable condition.
 - 1. The handler will notify the Canine Unit supervisor when any vacation or other time off requires the Police Service or Narcotic Detection Dog to be temporarily relocated. The Police Service or Narcotic Detection Dog will not be relocated or lodged at another location without the approval of the Canine Unit supervisor.

2. The handler shall permit the Canine Unit supervisor to conduct spontaneous on site inspections of affected areas of their residence to verify that conditions and equipment conform to this policy.
3. Any changes in the living status of the handler that may affect the lodging or environment of the Police Service or Narcotic Detection Dog shall be reported to the Canine Unit supervisor as soon as possible.
4. When off duty, Police Service or Narcotic Detection Dogs shall be maintained in kennels, provided by the Sheriff's Office, at the homes of their handlers. When a Police Service or Narcotic Detection Dog is kenneled at the handler's home, the gate shall be secured with a lock. When off duty, Police Service or Narcotic Detection Dogs may be let out of their kennels while under the direct control of their handlers.
5. The Police Service or Narcotic Detection Dog should be permitted to socialize in the home with the handler's family for short periods of time and under the direct supervision of the handler.
6. When off duty, handlers shall not involve the Police Service or Narcotic Detection Dog in any activity or conduct unless approved in advance by the Canine Unit supervisor or on duty supervisor.
7. After an absence from duty for two weeks or longer, the Police Service Dog or Narcotic Detection and handler shall complete a training period and assessment to determine that they are fit for duty and meet current Oregon Police Canine Association standards for service.

XIV. Emergency Medical Care of the Police Service or Narcotic Detection Dog

- A. In the event a Police Service or Narcotic Detection Dog is injured or in need of emergency medical care, the Canine Handler will immediately notify the on duty supervisor (if possible, notification should be made prior to seeking treatment).
- B. Depending on the severity of the injury or illness, the Police Service or Narcotic Detection Dog shall be treated by the designated veterinarian or transported to the designated emergency medical facility for treatment.
- C. The Canine Handler will document the injury, illness, or treatment obtained, and forward it to the Canine Unit supervisor.

XV. Non-Emergency Medical Care of the Police Service or Narcotic Detection Dog

Non-emergency and routine medical care for the Police Service or Narcotic Detection Dog will be coordinated through the Canine Unit supervisor. The Canine Unit supervisor will maintain medical records for the Canine.

XVI. Training

- A. Before assignment in the field, each Police Service or Narcotic Detection Dog team shall be trained and certified to meet current Oregon Police Canine Association standards (OPCA) or standards set by another suitable and court recognized narcotics detection dog certification program.
- B. Each Police Service or Narcotic Detection Dog team shall thereafter be re-certified to OPCA Police Service Dog standards on a semiannual basis. Additional training considerations are as follows.
 - 1. Police Service or Narcotic Detection Dog teams shall receive training as set forth by the Canine Unit supervisor to maintain proficiency.
 - 2. All Police Service or Narcotic Detection Dog training shall be conducted while on duty unless otherwise approved by the Canine Unit supervisor.
 - 3. In order to ensure that all training is consistent, no handler, trainer, or outside vendor is authorized to train to a standard that is contrary to Sheriff's Office policy.

XVII. Training Aids for Narcotics Detection Dog

- A. Controlled substances to be used as training aids will be obtained from the evidence technician of the Lane County Sheriff's Office, another providing agency's property control unit or from the Drug Enforcement Administration (DEA).
 - 1. If training aids are obtained through the DEA or another providing agency, the Canine Sergeant or Lane County Sheriff's Office Evidence Technician will maintain control of the training aids until proper breakdown of the substances can be done. (A letter from the District Attorney will remain on file in the Lane County Sheriff's Office for the adjudicated narcotics).
- B. Controlled substances will be weighed and tested, and then broken down into training aids by the providing agency evidence technician, in the presence of the Narcotics Detection Dog handler and the canine supervisor.
 - 1. The weight will be determined by the canine handler and his needs at the time the breakdown occurs.
 - 2. A list of the training aids will be compiled and signed by all employees involved in the break down of the controlled substances. The list will be kept in a three ring binder, locked and secured by the Canine Sergeant, or a computer program approved by the Sheriff's Office.

- C. When the training aids are acquired at the start of the program, or during the subsequent yearly rotation of the aids, they will be tested and certified by the Oregon State Police Crime Lab or a letter may be used stating that the adjudicated drugs have been tested.
- D. When the training aids are rotated, new training aids will be obtained following the procedure above.
 - 1. Old training aids being turned in will be weighed and tested in the presence of both the drug dog handler and the canine supervisor, with the results documented and signed by both individuals.
 - 2. Old training aids will be turned in to the Lane County Sheriff's Office Evidence Technician for destruction.
 - 3. Any discrepancy between the items turned in and what is documented in the original record made when the items were issued will be reported as soon as possible to the Police Services Lieutenant or Captain via memorandum.
- E. Except when actually being used in training, the training aids must be in the locked storage compartment in the dog handler's vehicle or in a secure locker at the Lane County Sheriff's Office.
 - 1. Only the Narcotic Detection Dog handler, the canine supervisor, and the Police Services Lieutenant will have access to these secure locations.
 - 2. The Police Services Lieutenant or Captain will authorize periodic weight checks on the training aids.
- F. If any training aid containing controlled substances is lost or damaged, or any portion of the controlled substances is lost from the training aid, this will be reported as soon as possible through the chain of command by a memorandum to the Police Services Captain.
- G. Training aids will be heat sealed inside a plastic bag and will be marked with weight, date, and type of substance, and then re-sealed in another plastic container. The gross weight of the narcotic will be logged into the 3-ring binder.

XVIII. Failure to Maintain Training Standards

No Police Service or Narcotic Detection Dog team failing OPCA Police Service or Narcotic Detection Dog certification standards shall be deployed in the field until certification is achieved. Pending successful certification, the police dog handler shall continue to work in a regular patrol assignment, but without the Canine.

XVIX. Training Records

Canine Handler's will document all Police Service or Narcotic Detection Dog training and forward a report of training to the Canine Unit supervisor. All Police Service or Narcotic Detection Dog training records will be forwarded to the handler's training file and maintained by the Sheriff's Office Training Coordinator.

XX. Police Services Canine Unit Sergeant Responsibilities

- A. The Police Services Canine Unit Sergeant shall be responsible for, but not limited to, the following:
1. Maintain liaison with other agency Police Service and Narcotic Detection Dog coordinators.
 2. Maintain liaison with the vendor kennel and area OPCA trainers.
 3. Supervise the Police Services Unit and Narcotics Detection Dog Team and evaluate the proficiency of the dog/handler teams.
 4. Maintain accurate records of Police Service Dog and Narcotic Detection Dog activities and training.
 5. Maintain medical records of Police Service Dogs and Narcotic Detection Dogs.
 6. Recommend and oversee the Canine Units' budgets and the procurement of needed equipment and services for the Canine Program.
 7. Be responsible for scheduling all Police Service Dog and Narcotic Detection Dog related activities and insure the Police Service Dog and Narcotic Detection Dog teams are scheduled for continuous training to maximize the capabilities of the teams.
 8. Oversee care and handling of training aids, which contain controlled substances.