

CANINE UNIT

STANDARD NO(S)	NYSLEAP 33.3 and 43.6
DATE:	August, 10, 2010 REVIEWED: 03/20/2017
REFER TO:	John Fowler Michael Rhinehart

I. OBJECTIVE

To establish procedures for the operation and use of the canine teams by the Seneca County Office of Sheriff (SCSO), which teams will hereinafter be known as a "K-9 Unit".

II. POLICY

The SCSO K-9 Unit's are intended to serve as a supplement to the patrol and investigatory functions of the SCSO. As with any unusual or special technique, it should be deployed using good judgment. Prior approval of the Sheriff or a designated representative is required for participation of the K-9 Unit's in demonstrations or civic functions.

III. DETAILS

A. **ADMINISTRATION** – The SCSO K-9 Unit is comprised of two canines and their full time Road Patrol Division member handlers. The K-9 Unit is under the command of the Road Patrol Lieutenant who oversees matters such as training, procurement of equipment, data collection and analysis and will have the following additional responsibilities:

1. Ensure all K-9's and their handlers attend monthly maintenance in service training.

B. UTILIZATION -

1. **TRACKING** – In those cases involving flight from a crime scene on foot, or persons who are missing or lost and believed to be on foot, the member investigating the incident should evaluate the likely effectiveness of using a K-9 Unit. The duty Sergeant will be notified and it will be at the duty Sergeant's discretion to request the team to respond to the scene. The on-duty Sergeant will contact the Road Patrol Lieutenant for authorization to activate an off-duty K-9 Unit. When the services of a K-9 Unit are expected, every effort should be made to avoid contamination of the area with human scent.

All persons not necessary to the scene, including other members, should be excluded from the area to be searched. If possible, a search perimeter should be established and appropriate scent material obtained.

- a. NARCOTICS DETECTION – A Narcotics detection K-9 unit can be used to locate the following controlled substances in buildings, packages, vehicles or in open areas:

1. Heroin
2. Cocaine
3. Marijuana
4. Methamphetamine
5. Any derivatives of the above

The narcotics detection canine is an aggressive “alert dog,” which means that the dog works to the source of the target and scratches at that source. The dog must not be used to search a person for the purpose of locating a controlled substance because injury of the suspect is not justified. This does not exclude the use of the dog to search areas that have been occupied by a suspect to detect the presence of any residual scent that may have been left by narcotics carried by the suspect.

No narcotics detection canine will be used to search areas where there are obvious hazardous substances such as spilled narcotics, broken glass, etc.

- b. BOMB DETECTION – A Bomb Detector K-9 Unit can be used to locate the following bomb precursors in buildings, packages, vehicles or in open areas:

1. Trinitrotoluene (TNT)
2. Pentaerythritol tetranitrate (PETN)
3. Ammonium Chlorate
4. Nitroglycerin
5. Composition 4 (C4)
6. Detonation Cord (Det Cord)
7. Safety Fuse

The bomb detection canine is a passive “alert dog,” which means that the dog works to the source of the target and then “sits” at that source. The dog will not be used to search a person for the purpose of locating a bomb component or precursor because injury of the suspect is not justified. This does not exclude the use of the dog to search areas that have been occupied by a suspect to detect the presence of any residual scent that may have been left by a bomb, bomb component or precursor carried by the suspect.

2. Buildings searches - All SCSO K-9 Units are cross trained and certified as a “patrol dog”, one that is under the control of the officer handler for the purpose of assisting in the location and apprehension of a wanted person. The patrol dog may be used to search a building where a possible break-in is indicated or an area in which a suspect may be hiding, provided the place to be searched is believed to be clear of all other persons.
3. Muzzle apprehensions - The canine may be used in muzzle where there is reasonable cause to believe that a misdemeanor or violation is about to be committed, is in progress, or has been committed.
4. Off muzzle apprehensions - The canine may be used without muzzle where there is reasonable cause to believe that a felony is about to be committed, is in progress, or has been committed, as well as protection of the handler or to a police officer or a third person.

C. REQUESTS FOR SERVICE -

1. Any member may request, through the duty Sergeant or in the absence of duty Sergeant, the Road Patrol Lieutenant, the deployment of a SCSO K-9 unit if circumstances indicate that deployment is warranted. The K-9 call-out will be authorized by the Road Patrol Lieutenant if circumstances warrant the services of an SCSO K-9 unit.
2. It shall be the decision of the commanding officer at the scene to make use of the K-9 Unit. This officer will take into account all aspects of the situation as well as the handler's information about the canine's capabilities before using the K-9 Unit.
3. The K-9 handlers will be always alert to the conditions to which both the handler and the dog are to be exposed. At no time will a K-9 be used under circumstances that present an obvious hazard to the health of the dog.

D. SPECIAL REQUESTS FOR SERVICE -

1. Requests for deployment of the K-9 Unit outside of Seneca County requires the authorization of the Chief Deputy, Undersheriff or Sheriff.
2. Requests to activate an off-duty K-9 team shall be authorized by the Road Patrol Lieutenant, or the duty Sergeant.

E. INJURIES CAUSED BY SCSO CANINES -

1. In the event that a dog bites, scratches, or otherwise injures any person, or causes damage to any person's property, the handler shall notify the duty Sergeant, or in the absence of such duty Sergeant, the Road Patrol Lieutenant. See (“**Administrative Notifications**”), this manual.

2. A complete report of the incident shall be prepared by the handler and submitted to the Road Patrol Lieutenant within 24 hours. In the event that an SCSO K-9 was used in a "Use of Force Incident" the handler will prepare a Use of Force Report consist with the policies and procedures outline in "**Use of Force**", this manual.
3. A follow-up investigation into the circumstances will be conducted by the Road Patrol Lieutenant and a written report will be filed with the Chief Deputy. The Professional Conduct Unit (PCU) may depending on the facts and circumstances initiate a PCU investigation. See ("**Professional Conduct Unit**"), this manual.

F. SPECIAL REGULATIONS AFFECTING MEMBERS ASSIGNED TO K-9 UNIT - All personnel assigned to the SCSO K-9 Unit will, in addition to the regulations herein set forth, be governed and guided by other agency rules and regulations that apply to them.

1. It shall be the duty and responsibility of canine handlers when on active duty to cooperate with and assist SCSO members in every possible way. They shall make themselves and their dogs available in any instance in which their services may be of value in preventing or investigating a crime or apprehending an offender.
2. Having assumed charge and responsibility for the care, training and handling of the SCSO canine, the handler will bear in mind that one is entrusted with the future health and welfare of the animal, and shall be governed accordingly.
3. Care of dogs -
 - a. The quarters of a dog which is kept at a handler's home must be cleaned regularly and be kept sanitary and presentable. Dogs and their quarters shall be subject to inspection by supervisory personnel.
 - b. Dogs must be groomed on a regular basis. During the grooming process, handler shall inspect for skin eruptions, injuries, insects, etc., and if found, the K-9 veterinarian shall be advised. Handler shall be guided by the veterinarian's instructions.
4. In order for the K-9 handlers to meet the requirements of ¶ 3 a and b above, each handler will be granted one half hour overtime per day (total 3 ½ hours per week) at a scale as determined in the AGREEMENT by and between SENECA COUNTY and the SENECA COUNTY DEPUTY SHERIFF'S PBA
5. If a dog appears ill, acts sluggish, refuses to eat or fails to respond to normal commands or routine training, the handler will notify the Road Patrol Lieutenant and K-9 veterinarian and be guided by his instructions.

6. Should a dog be injured, either on or off duty, the K-9 veterinarian will be contacted immediately and the Sheriff shall be notified through the chain of command.
7. Dogs will not be taken into taverns, restaurants, theaters, or other places of public assembly except in the line of duty when their presence is necessary.
8. SCSO Dogs will not be entrusted to the care of any unauthorized person. In an extreme emergency or under such circumstances that a handler is unable to care for one's dog, another member of the K-9 Unit may temporarily take charge of the dog for delivery to the K-9 veterinarian who will harbor the dog.
9. Under circumstances not considered an extreme emergency, but under which the handler cannot care for one's dog, the handler will obtain permission from the Road Patrol Lieutenant before taking the dog to an authorized kennel for temporary harboring.
10. Dogs will be fed at the discretion of the handler following procedures recommended by the K-9 veterinarian. Handlers will not permit any person other than oneself or a family member to feed the dog.
11. At the handler's discretion, one may prohibit all persons, except one's immediate family or others who reside in the handler's home, from petting, touching or handling one's dog. The handler should be particularly alert in public to avoid familiarity.
12. At no time, under no circumstances whatsoever, shall a handler strike, kick, whip or otherwise punish one's dog by any inhumane method. Any act of this nature will result in immediate dismissal from the K-9 Unit.
13. Dogs shall be kept under complete control at all times. They shall be kept on a leash at all times, except when circumstances direct otherwise. While off duty, dogs will likewise be kept under complete control and supervision. They will not be permitted to run at large and not be kept in such a place where they may annoy or interfere with neighbors or passers-by. They must not be left unattended in a vehicle for unreasonably long periods.
14. All K-9 Unit equipment issued to handlers must be kept in good condition and readily accounted for when requested by supervisory personnel. No replacement shall be made without approval.
15. A handler will train the dog only in accordance with instructions given in police training sessions. No attempt shall be made to train the dog contrary to the established police program.
16. When on active street duty, a handler shall wear the SCSO regulation uniform with the "K-9" collar insignia.

17. Handlers will not engage their dogs in any training classes other than those authorized by the SCSO.
18. Handlers will not, under any circumstances, lend or rent their dogs to any private individual or corporation for use as watchdogs, nor will they permit their dogs to be used for any purpose other than that which is included in regular duties or authorized activities.
19. SCSO K-9 Handlers must have a telephone and an assigned SCSO vehicle at one's disposal during any call-out period. Handlers must be prepared to respond, with one's dog, to emergency duty whenever one's services are needed.
20. SCSO K-9 handlers and their dogs will be assigned to work a Road Patrol schedule and will perform duties as a member of the Road Patrol. The handler will submit a report of all activity to the Road Patrol Lieutenant within 24 hours, and, in addition will prepare a monthly report no later than the fifth of each month following the K-9 activities.
21. Except in emergencies, handler shall not leave the dog in a parked vehicle for an unreasonable length of time, whether it is an SCSO vehicle or one's private automobile. Should it become necessary to leave the dog in a vehicle, handler shall be sure that the dog is properly secured and that the vehicle is sufficiently ventilated. Windows of the vehicle should not be open far enough to permit the dog to annoy or attack passers-by.
22. It is incumbent upon each canine handler to promote the success, efficiency and good public relations of the K-9 Unit by exercising sound judgment in one's own actions and in the proper and safe handling and control of one's dog.

G. TRAINING – All SCSO K-9's and their handlers will undergo an initial training course in the specific area of expertise of the canine, such as narcotics and bomb detection. Such training will encompass all required training modules necessary as a foundation to achieve certification in the canine's area of expertise.

1. Monthly maintenance training –
 - a. All SCSO canines and their handlers will receive monthly in service training conducted by the Onondaga County Sheriff's Office
 - b. All handlers will prepare and submit to the Road Patrol Lieutenant a written report of monthly maintenance training activities.