

DIVISION OF PARKS AND RECREATION

April 15, 1994

STAFF DIRECTIVE 94-6

TO: Chief of Operations
District Superintendents
Park Superintendents

FROM: Philip K. McKnelly, Director

SUBJECT: Update of Law Enforcement Policy and Guidelines

The revisions listed below are approved and are to be implemented immediately.

Page 14: Section 8.1.1.1 revised to include expandable baton.
Section 8.1.1.2 revised to include expandable baton with holster.

Page 20: Section 8.1.5.1 revised to designate the Public Safety Officer as being responsible for acquisition of firearms.
Section 8.1.5.3 revised to include expandable baton with holster.

Page 21: Section 8.1.6.6 revised to describe expandable baton.

Page 22: Section 8.1.6.23 revised to describe expandable baton holster.

PKM/JBH/wfh

DIVISION OF PARKS AND RECREATION

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8.0 DEFENSIVE EQUIPMENT

8.1 Guidelines

8.1.1 Wearing and Carrying of Defensive Equipment

- 8.1.1.1 The Division uniform including a visible badge, patch, and name tag will be worn in accordance with Division policy. In addition, commissioned employees engaged in uniformed law enforcement duties will be distinguishable by the wearing of the required weapon, expandable baton, handcuffs and ammunition.
- 8.1.1.2 When in uniform and performing duties with law enforcement responsibilities, commissioned employees will be armed. Such duties include, but are not limited to, day or night patrol by vehicle, foot, horse or boat, hunting and poaching patrol, prisoner transport, enforcement back-up requests, criminal investigations, response to intrusion alarms, disturbance calls, and service of warrants. In any other instances requiring the attention of commissioned employees where the possibility of physical harm exists, the employees may be armed at their or carry it with other equipment at their discretion. Employees involved in law discretion. Employees while on backcountry patrol may wear the service revolver enforcement duties are not expected to remove defensive equipment to enter buildings, while at lunch, etc., unless they have terminated enforcement responsibilities for the tour of duty. The term "armed" is defined as wearing on the person, at minimum, handcuffs with case, 4" revolver with holster, expandable baton with holster, and ammunition in an ammunition holder. When working plain clothes or on backcountry foot patrol, when defensive equipment is routinely carried in a back pack, employees may carry a revolver with less than 4" barrel with approval of their supervisor.
- 8.1.1.3 Commissioned law enforcement supervisors not routinely assigned to law enforcement duties will have their firearms available for response to an emergency. These supervisors may be minimally armed with their revolver in a close riding or "pancake" holster, handcuffs, and ammunition in an ammunition holder.
- 8.1.1.4 A revolver may be worn in a shoulder holster when the employee is performing duties while in a uniform where special protective clothing (waders, snowmobile suits, etc.) make access to their weapon difficult or where the weapon may be damaged by water, etc. if worn on the belt. This authorization shall be made by the supervisor.

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8.1.4.2 Supervisors shall make periodic inspections of Division issued and approved handguns and ammunition used by subordinates. In addition, supervisors shall conduct quarterly inspections of shotguns, rifles and chemical agents which are used for official duty. The following items should serve as a guide to inspections:

No unauthorized equipment or ammunition.

No changes made to alter the manufacturer's functional standard for any firearm. No alterations made to holster, ammunition, or other defensive equipment.

Firearms will be cleaned and in proper and safe mechanical condition.

Expandable batons should be clean and free of rust with moving parts lightly lubricated. The baton should deploy smoothly and completely. Locking joints should be inspected for cracks.

Age of ammunition and chemical agents should also be checked during inspections. Chemical agents generally should be replaced after 4 years use. Previously carried ammunition should be used for training.

8.1.4.3 Each park will conduct at least an annual inventory of all defensive equipment.

8.1.5 Acquisition and Accountability of Equipment

8.1.5.1 Acquisition of firearms will be the responsibility of the Public Safety Officer. All Division defensive equipment will be the property of the park. A signed receipt shall be obtained whenever defensive equipment is issued to individuals. Receipts shall be filed in a manner which will allow the equipment in the possession of each individual to be readily determined.

8.1.5.2 Appropriate procedures shall be established to ensure that, when individuals leave the Division, weapons in their possession are turned in to the appropriate officials.

8.1.5.3 Whenever a commissioned employee transfers to another position within the Division which requires a commission, the commissioned employee will retain and transfer with him/her the equipment belt, handgun, holster, handcuffs, handcuff case, ammunition holders, speed loaders, belt keepers, and expandable baton with holster. Since coastal area parks are equipped with stainless steel handguns, retained or reissued in the case of transfers to or from coastal area parks.

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8.1.6 Description of Authorized Defensive Equipment

- 8.1.6.1 Handgun (Division Issue) – American made, six shot, double action revolver, .38 caliber or .357 caliber, four (40 inch barrel, adjustable sights for windage and evaluation (optional), blue steel or stainless steel (depending on area needs).
- 8.1.6.2 Handgun – Undercover/Plainclothes /Backcountry (Division Issue) – American made six shot, double action revolver .38 caliber, 2 or 2½ inch barrel, adjustable or fixed sights, round or square butt, blue or stainless steel.
- 8.1.6.3 Shotgun – 12 gauge, pump action, receiver milled from solid block, 2¾ or 3 inch chamber, rifle or bead sights are authorized, tubular magazine, cylinder bore, 18-20 inch barrel, blue steel, stainless or Parkerized finish, wood or synthetic stock and forearm (American manufacture). No magazine extensions. No exposed hammers. No shotguns capable of being fired by having the trigger pulled to the rear and the closing of the actions disengaging the sear causing the weapon to fire.
- 8.1.6.4 Rifles and carbines - .223 (5.556mm) or any .30 caliber semi-automatic, bolt or pump action, stainless, blue or Parkerized finish, adjustable sights for windage and elevation. Telescopic sights optional.
- 8.1.6.5 Chemical agents – Chemical CS/CN, aerosol-type, American manufacture, minimum range ten (10) feet.
- 8.1.6.6 Police Baton - metal, friction-grip, expandable baton, 20-22 inch in length, black in color.
- 8.1.6.7 Handcuffs – American manufacture, double lock capability, stainless, nickel, or chrome finish.
- 8.1.6.8 Disposable cuffs – plastic self locking type.
- 8.1.6.9 Handgun ammunition, American manufacture, .38 special, 125 grain, semi-jacketed or jacketed hollow point, +P.
- 8.1.6.10 Shotgun ammunition, American manufacture, 12 gauge, plastic cased, no.4 or “00” buck shot, or 7/8 oz. or 1 oz. rifled slug.
- 8.1.6.11 Rifle ammunition, American manufacture, jacketed soft point or hard ball for caliber needed.

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- 8.1.6.12 Holster – American manufacture, plain, black color, no tooling, thumb-break to draw, covered or uncovered trigger guard, vertical or standard tilt, high or low ride, belt loop style for 2¼ inch belts. Holsters must be of leather construction. Holsters will be specially designed for the model caliber of the weapon being carried. Safety-type holsters are authorized. Close riding or “pancake” type holsters are authorized for supervisors.
- 8.1.6.12.1 The immediate supervisor may authorize low ride holsters for employees who have difficulty drawing the revolver from a high ride holster.
- 8.1.6.13 Handcuff case – American manufacture, leather, plain black color, pouch type with Velcro closure or brass snaps.
- 8.1.6.14 Equipment belt – American manufacture, 2¼ inch wide, leather, plain black color with no design or tooling, buckle-less.
- 8.1.6.15 Ammunition carrier – American manufacture, plain black color, Velcro closure of brass snaps, leather, covered ammunition holder.
- 8.1.6.16 Accessories – Any other authorized leather items to be plain black color with no exposed buckles. Closures are to be Velcro brass snap.
- 8.1.6.17 Speed Loaders.
- 8.1.6.18 Speed strips authorized to be carried in dump pouches.
- 8.1.6.19 Soft body armor.
- 8.1.6.20 Radium luminescent material sight.
- 8.1.6.21 Tear gas masks – standard police type.
- 8.1.6.22 Safety helmet – police type with face shield.
- 8.1.6.23 Expandable baton holster, plain black color, swivel type.
- 8.1.6.24 Flashlight holder.
- 8.1.6.25 Black rubber handgun grips.
- 8.1.6.26 Badge case or badge holder, plain black leather.

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