

	<b>HARRISONBURG POLICE DEPARTMENT</b> General Orders	<b>Policy Number:</b> 706
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	<b>Section:</b> Canines	<b>Issue Date:</b> 01/25/2023
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<b>VALEAC Standards: ADM.02.02 (d), ADM.02.02 (e), ADM.16.05 (8<sup>th</sup> Edition Term 4) (a), ADM.16.05 (8<sup>th</sup> Edition Term 4) (b), ADM.16.05 (8<sup>th</sup> Edition Term 4) (c), OPR.01.09 (a), OPR.01.09 (b), OPR.01.09 (c), OPR.01.12 (7<sup>th</sup> Edition v2.1 (Terms1-3) (a), OPR.01.12 (7<sup>th</sup> Edition v2.1 (Terms1-3) (b), OPR.01.12 (7<sup>th</sup> Edition v2.1 (Terms1-3) (c), OPR.05.01 (g)</b>		

## A. POLICY AND PURPOSE

This policy establishes guidelines for the use of canines to augment law enforcement services in the community, including but not limited to locating individuals and contraband and apprehending criminal offenders.

## B. ACCOUNTABILITY STATEMENT

All employees are expected to fully comply with the guidelines and timelines set forth in this policy. Responsibility rests with the supervisor to ensure that any violations of policy are investigated and appropriate training, counseling and/or disciplinary action is initiated. This directive is for internal use only and does not enlarge an employee's civil liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violation of this directive, if proven, can only form the basis of a complaint by this department, and then only in a non-judicial administrative setting.

## C. ASSIGNMENT

Canine teams are assigned to the Operations Bureau. However, in emergencies and at the Patrol Supervisor's discretion, canine units may be assigned calls for service when a patrol unit is unavailable.

Canine teams should generally not be assigned to handle routine matters that will take them out of service for extended periods of time.

## D. CANINE SUPERVISOR/TRAINER

The canine supervisor is ultimately responsible for bullets a-i, but the canine trainer shall assist when feasible. The canine trainer shall be appointed by and directly responsible to the to the canine supervisor or the authorized designee.

The responsibilities of the trainer include, but are not limited to:

- a. Reviewing all canine use reports to ensure compliance with policy and to identify training issues and other needs of the program.
- b. Maintaining a liaison with the vendor kennel.
- c. Maintaining a liaison with command staff and functional supervisors.
- d. Maintaining a liaison with other agency canine coordinators.
- e. Maintaining accurate records to document canine activities.
- f. Recommending and overseeing the procurement of equipment and services for the teams of handlers and canines.
- g. Ensuring appropriate equipment is identified, documented and issued to canine teams and maintained appropriately. (243- Inspection Sheet- Canine)
  1. K9 Water Bowl
  2. Hot Dog System
  3. K9 Cage
  4. Muzzle
  5. Bite Sleeve
  6. 4ft. lead
  7. 6ft lead
  8. Tracking Lead
  9. Tracking Harness
  10. Pinch collar
  11. Flat collar
  12. Correction collar
- h. Scheduling all canine-related activities
- i. Ensuring the canine teams are scheduled for regular training to maximize their capabilities.

## **E. REQUESTS FOR CANINE TEAMS**

Operations Bureau members are encouraged to request the use of a canine. Requests for canine assistance outside of field requests will be reviewed by the canine supervisor prior to deployment. Requests for canine assistance during hours when the canine section is off-duty will be directed to a supervisor. Officers requesting canine assistance must ensure that the request is canceled once it becomes apparent that the need no longer exists.

If required to write an Incident Based Report, the officer will document the fact of such request for a canine and the results.

- a. **OUTSIDE AGENCY REQUEST**

All requests for canine assistance from outside agencies must be approved by the on-duty supervisor and are subject to the following:

- a. Canine teams shall not be used for any assignment that is not consistent with this policy.
- b. The canine handler shall have the authority to decline a request for any specific assignment that he/she deems unsuitable.
- c. Request for canine assistance during hours when the canine teams are off duty will be directed to a supervisor.
- d. It shall be the responsibility of the canine handler to coordinate operations with agency personnel in order to minimize the risk of unintended injury.
- e. It shall be the responsibility of the canine handler to complete all necessary reports or as directed.

## b. PUBLIC DEMONSTRATION

All public requests for a canine team shall be reviewed and, if appropriate, approved by the canine supervisor prior to making any resource commitment. The canine supervisor is responsible for obtaining resources and coordinating involvement in the demonstration to include proper safety protocols. Canine handlers shall not demonstrate any apprehension work unless authorized to do so by the canine supervisor.

## c. GUIDELINES FOR REQUESTS

- a. Requests for a drug/bomb detection dog by Departmental Officers, during normal working hours, will be made through Emergency Communications Center by contacting the most accessible on duty detection dog handler. In situations where no handler is on duty, Emergency Communications Center should contact the canine handler team through a paging procedure.
- b. Requests for drug/bomb detection dogs will be made in a timely manner so as to reduce the downtime of the investigative stop.
- c. When the drug detection dog is used for building searches, the following procedures should be followed, both for maximum effectiveness and safety of the dog handlers:
  1. All persons on the premises should be removed or placed in one room prior to the dog search commencing.
  2. All plain view drugs should be secured prior to the dog search.
- d. Drug detection dogs will not be used in an area deemed unsafe by the dog handler.
- e. A drug detection alert is a passive alert; however, drug detection dogs will not be used on people or objects in their immediate possession.
- f. Drug detection dogs will not be provided for use by private individuals or agencies unless such services are to be part of a police investigation.
- g. Drug detection dogs will not be used in any area or on any premises to which the handler does not have lawful access.

## F. APPREHENSION GUIDELINES

A canine may be used to locate and apprehend a suspect if the canine handler reasonably believes that the individual has committed, is committing, or is threatening to commit any serious offense and if any of the following conditions exist:

- a. There is a reasonable belief the suspect poses an imminent threat of violence or serious harm to the public, any officer, or the handler.
- b. The suspect is physically resisting or threatening to resist arrest and the use of a canine reasonably appears to be necessary to overcome such resistance.
- c. The suspect is believed to be concealed in an area where entry by other than the canine would pose a threat to the safety of officers or the public.

It is recognized that situations may arise that do not fall within the provisions set forth in this policy. Such events require consideration of the totality of the circumstances and the use of an objective reasonableness standard applied to the decision to use a canine.

Absent a reasonable belief that a suspect has committed, is committing, or is threatening to commit a serious offense, mere flight from a pursuing officer, without any of the above conditions, shall not serve as the basis for the use of a canine to apprehend a suspect.

Use of a canine to locate and apprehend a suspect wanted for a lesser criminal offense than those identified above requires approval from the Patrol Commander. Absent a change in circumstances that presents an imminent threat to officers, the canine, or the public, such canine use should be conducted on-leash or under conditions that minimize the likelihood the canine will bite or otherwise injure the individual.

In all applications, once the suspect has been located and no longer reasonably appears to present a threat or risk of escape, the handler should secure the canine as soon as it becomes reasonably practicable.

If the canine has apprehended the suspect with a secure bite, and the handler believes that the suspect no longer poses a threat, the handler should promptly command the canine to release the suspect.

Canine units will assist whenever possible in arrest situations but will not take physical custody and transport prisoners.

#### a. PREPARATION FOR DEPLOYMENT

Prior to the use of a canine to search for or apprehend any suspect, the canine handler and/or the supervisor on-scene should carefully consider all pertinent information reasonably available at the time. The information should include but is not limited to:

- a. The nature and seriousness of the suspected offense.
- b. Whether violence or weapons were used or are anticipated.
- c. The degree of resistance or threatened resistance, if any, the suspect has shown.
- d. The suspect's known or perceived age.
- e. The potential for injury to officers or the public caused by the suspect if the canine is not utilized.

- f. Any potential danger to the public and/or other officers at the scene if the canine is released.
- g. The potential for the suspect to escape or flee if the canine is not utilized.

As circumstances permit, the canine handler should make every reasonable effort to communicate and coordinate with other involved officers to minimize the risk of unintended injury.

It is the canine handler's responsibility to evaluate each situation and determine whether the use of a canine is appropriate and reasonable. The canine handler shall have the authority to decline the use of the canine whenever he/she deems deployment is unsuitable.

A supervisor who is sufficiently apprised of the situation may prohibit deploying the canine.

Unless otherwise directed by a supervisor, assisting officers should take direction from the handler in order to minimize interference with the canine.

## b. WARNINGS AND ANNOUNCEMENTS

Unless it would increase the risk of injury or escape, a clearly audible warning announcing that a canine will be used if the suspect does not surrender should be made prior to releasing a canine. The handler should allow a reasonable time for a suspect to surrender and should quiet the canine momentarily to listen for any verbal response to the warning. If feasible, other officers should be in a location opposite the warning to verify that the announcement could be heard. If available, warnings given in other languages should be used as necessary. The announcement shall be consistent with, "Harrisonburg Police Canine, make yourself known. If you refuse, the canine will be sent to find you and bite you".

If a warning is not to be given, the canine handler, when practicable, should first advise the supervisor of his/her decision before releasing the canine. In the event of an apprehension, the handler shall document in any related report how the warning was given and, if none was given, the reasons why.

## c. REPORTING DEPLOYMENTS, BITES, AND INJURIES

Whenever a canine deployment results in a bite or causes injury to an intended suspect, a supervisor should be promptly notified, and the incident investigated.

Criminal Physical Apprehension:

- a. Secure the canine.
- b. Render medical aid to the injured person
- c. The injured person shall be promptly treated by emergency medical services personnel and, if appropriate, transported to an appropriate medical facility for further treatment
- d. Photograph injuries as soon as practicable after rendering aid.

- e. Notify the on-duty supervisor for investigation. Who will then notify the canine supervisor and division commander.
- f. Document in a blue team and forward to the canine supervisor
- g. Document the incident in Tyler Mobile report and K9 report (pack track)

Any unintended bite or injury caused by a canine, whether on or off duty, shall be promptly reported to the canine supervisor for investigation.

- a. Secure the canine.
- b. Render first aid to the injured person.
- c. The injured person shall be promptly treated by emergency medical services personnel and, if appropriate, transported to an appropriate medical facility for further treatment.
- d. Photograph injuries as soon as practicable after rendering aid
- e. Canine Unit supervisor shall be notified immediately for investigation. If unavailable, the on-duty supervisor shall investigate the incident.
- f. The canine handler shall complete a memo and forward it through the chain of command.
- g. Complete a Tyler Mobile report and Blue Team and forward it to the canine supervisor.

If an individual alleges an injury, either visible or not visible, a supervisor shall be notified and both the individual's injured and uninjured areas shall be photographed as soon as practicable after first tending to the immediate needs of the injured party. Photographs shall be retained as evidence in accordance with current department evidence procedures. The photographs shall be retained until the criminal proceeding is completed and the time for any related civil proceeding has expired.

#### d. INTERACTION BETWEEN PATROL OFFICERS AND CANINE UNITS

- a. Officers shall refrain from approaching, petting, or agitating the dogs.
- b. Physical contact ("horseplay") between anyone and a canine handler could be perceived by the dog as an attack upon the handler, and, therefore, shall be avoided in the presence of the dog.
- c. Police service dogs are trained to apprehend on command, fleeing suspects or suspects which may be attacking the handler or the dog. Should an officer be confronted by a dog, the best tactic is to stand still, since any sudden movement or attempted flight may cause the dog to respond by biting and holding.

Under normal circumstances officers shall not attempt to interfere with or call off a police service dog, which has been given the command to apprehend by the handler. Should the handler become incapacitated and incapable of controlling the dog, another officer at the scene must take action to ensure that excessive force does not occur or that innocent persons do not become injured by the dog.

In the event a Canine officer is injured to the extent that the officer cannot exercise control over the dog, any officer at the scene shall call for another Canine officer or the Canine Supervisor to handle the dog. If the time required for response by another Canine officer may jeopardize the injured officer's life, officers on the scene should attempt to divert the dog's attention in order to reach the injured officer and move that officer to safety, if possible. The use of deadly force against the canine

shall not be considered until all other means have failed and the officer's injuries are of a type, which might result in death or serious injury if medical attention is delayed until the dog can be brought under control.

## **G. NON-APPREHENSION GUIDELINES**

Properly trained canines may be used to track or search for non-criminals (e.g., lost children, individuals who may be disoriented or in need of medical attention). The canine handler is responsible for determining the canine's suitability for such assignments based on the conditions and the particular abilities of the canine. When the canine is deployed in a search or other non-apprehension operation, the following guidelines apply:

- a. Absent a change in circumstances that presents an imminent threat to officers, the canine, or the public, such applications should be conducted on-leash or under conditions that minimize the likelihood the canine will bite or otherwise injure the individual, if located.
- b. Unless otherwise directed by a supervisor, assisting officers should take direction from the handler in order to minimize interference with the canine.
- c. Throughout the deployment, the handler should periodically give verbal assurances that the canine will not bite or hurt the individual and encourage the individual to make him/herself known.
- d. Once the individual has been located, the handler should place the canine in a down-stay or otherwise secure it as soon as reasonably practicable.

Canines will not search for other animals.

### **a. ARTICLE DETECTION**

A canine trained to find objects or property related to a person or crime may be used to locate or identify articles. A canine search should be conducted in a manner that minimizes the likelihood of unintended bites or injuries.

### **b. NARCOTICS DETECTION**

A canine trained in narcotics detection may be used in accordance with current law and under certain circumstances, including:

- a. The search of vehicles, buildings, bags and other articles.
- b. Assisting in the search for narcotics during a search warrant service.
- c. Obtaining a search warrant by using the narcotics-detection trained canine in support of probable cause.

A narcotics-detection trained canine will not be used to search a person for narcotics.

### **c. BUILDING SEARCHES**

A canine may be used in accordance with current law and under certain circumstances, including:

- a. Search any building they believe may be illegally occupied or may have been entered by unauthorized persons. It is the handler's responsibility to ensure announcement regarding the entry of the police canine into the building.
- b. At minimum two loud and clear audible announcements spaced out enough to afford individuals inside to hear and have time to exit or make themselves known prior to the canine being released to search.
- c. No member of the Harrisonburg Police Department should enter the building if the canine has been requested and enroute. Officers should form a perimeter to observe the scene and prevent escape. No officer should enter the building without approval of the handler once canine is released.
- d. Building searches may be completed with the canine unleashed unless there is a high possibility of innocent persons in the building. If there is a question regarding the possibilities of innocent persons being present, then the canine shall be leashed.

#### d. BOMB/EXPLOSIVE DETECTION

Because of the high risk of danger to the public and officers when a bomb or other explosive device is suspected, the use of a canine team trained in explosive detection may be considered. When available, an explosive-detection canine team may be used in accordance with current law and under certain circumstances, including:

- a. Assisting in the search of a building, structure, area, vehicle, or article where an actual or suspected explosive device has been reported or located.
- b. Assisting with searches at transportation facilities and vehicles (e.g., buses, airplanes, trains).
- c. Preventive searches at special events, VIP visits, official buildings, and other restricted areas. Searches of individuals should remain minimally intrusive and shall be strictly limited to the purpose of detecting explosives.
- d. Assisting in the search of scenes where an explosion has occurred and an explosive device or secondary explosive device is suspected.

At no time will an explosive-detection trained canine be used to render a suspected device safe or clear.

## H. HANDLER RESPONSIBILITIES-CANINE CARE

The canine handler shall ultimately be responsible for the health and welfare of the canine and shall ensure that the canine receives proper nutrition, grooming, training, medical care, affection and living conditions.

The canine handler will be responsible for the following:



- a. Except as required during appropriate deployment, the handler shall not expose the canine to any foreseeable and unreasonable risk of harm.
- b. The handler shall maintain all department equipment under his/her control in a clean and serviceable condition.
- c. When a handler is off duty for an extended number of days, the assigned canine vehicle should be stored at the Harrisonburg Police Department facility.
- d. Handlers shall permit the canine supervisor to conduct spontaneous on-site inspections of affected areas of their homes as well as their canine vehicles, to verify that conditions and equipment conform to this policy.
- e. Any changes in the living status of the handler that may affect the lodging or environment of the canine shall be reported to the canine supervisor as soon as possible.
- f. When off-duty, the canine shall be in a kennel provided by the City at the home of the handler. When a canine is kenneled at the handler's home, the gate shall be secured with a lock. When off-duty, the canine may be let out of the kennel while under the direct control of the handler.
- g. The canine may 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.
- h. Under no circumstances will the canine be lodged at another location unless approved by the canine supervisor.
- i. When off-duty, the handler shall not involve the canine in any law enforcement activity or official conduct unless approved in advance by the canine supervisor.
- j. Whenever a canine handler is off duty for an extended number of days, it may be necessary to temporarily relocate the canine at the Harrisonburg Police Department canine kennel, which is located at the Harrisonburg Police Department training grounds. In those situations, the handler shall give reasonable notice to the canine supervisor so that appropriate arrangements can be made.
- k. When canine secured in the vehicle:
  - 1. Vehicle running
  - 2. Doors locked.
  - 3. Slider closed.
  - 4. Air conditioner/heat on
  - 5. Water bowl full
  - 6. Temperature monitoring equipment is on and functioning properly.
  - 7. Test temperature monitoring equipment weekly
  - 8. Leave the hood open to allow hot air to escape and prevent engine overheating.
  - 9. Park vehicle in shade when possible
  - 10. Check on K9 every 10-20 minutes.

a. CANINE IN PUBLIC AREAS

The canine should be kept on a leash when in areas that allow access to the public. Exceptions to this rule would include specific law enforcement operations for which the canine is trained.

- a. A canine shall not be left unattended in any area to which the public may have access.
- b. When the canine vehicle is left unattended, all windows and doors shall be secured in such a manner as to prevent unauthorized access to the canine. The handler shall also ensure that the unattended vehicle remains inhabitable for the canine.

## I. CANINE INJURY AND MEDICAL CARE

In the event that a canine is injured, or there is an indication that the canine is not in good physical condition, the injury or condition will be reported to the canine supervisor as soon as practicable and appropriately documented.

All medical attention shall be rendered by the designated canine veterinarian, except during an emergency where treatment should be obtained from the nearest available veterinarian. All records of medical treatment shall be maintained in the handler's personnel file.

### a. CANINE OPIATE PROTOCOL

#### a. **Indications:** Reasonable Suspicion for Exposure During K9 Activity

1. Symptoms:
  - a. Altered Mental Status/Lethargy
  - b. "Staggering"
  - c. Respiratory Depression
  - d. Seizures

#### b. **Treatment:** Initial/Immediate Actions:

1. Remove the K9 from the immediate area of exposure
2. Place the K9 casualty in the recovery position, this typically is a sternal (prone) position:
  - a. Tilt head slightly back and extend neck.
  - b. With caution, physically open the mouth and pull tongue forward to help open the airway.
  - c. Consider using a roll of tape as a mouth gag to keep the mouth open. If the K9 appears to be seizing, a tape roll must be placed in its mouth to protect the airway.
3. Administer Naloxone (4 mg) into one nostril of the k9. Naloxone can take 2-3 minutes to reverse the effects of opiates.
4. **If there is not an increase** in activity and respirations of the K9, begin to support ventilations at a rate of 24/minute.
  - a. If available, a second dose of Naloxone (4 mg) may be administered in the opposite nostril.
5. **If there is an increase** in activity and respirations of the K9, place a **cage muzzle** on the K9. Other muzzles are not appropriate as they do not allow the K9 to clear its airway of vomit (increase the potential for aspiration of stomach contents into the lungs).
  - a. Application of muzzle at first signs of improvement are important for the safety of the K9 and the officer. The reversal of opiates can cause "acute withdraw" syndromes that result in aggressive behavior and hostility of the animal.
6. In the event of vomiting, place the K9 in a position where the animal can clear their airway. Water may be used to irrigate vomit from the outside of mouth and from the cage muzzle. **DO NOT** place water directly into the mouth, as aspiration into the lungs may occur.

7. Transportation: All K9's with suspected exposure, regardless of response to Naloxone will be transported to either of the following locations:
  - a. **Heartland Veterinary Clinic**, 979 S High St, Harrisonburg, VA 22801 (540) 434-3903
    1. **Hours:** Normal business hours
  - b. **Shenandoah Valley Regional Veterinary Emergency Service**, 465 Lee Hwy, Verona, VA 24482 (540) 248-1051
    1. **Hours:** Normal business hours
  - c. Notification of the destination should be made ASAP
  - d. Consider requesting ECC make the notification to avoid delays in transport
8. K9's who do not respond to Naloxone and require ventilation during transport will need to be transported without interruption in ventilations. This means that an officer will need to ventilate while another officer drives.

**c. Key Points:**

1. Opiates and narcotics can have a rapid onset, therefore sudden changes in the K9 behavior are not uncommon in exposures and should be expected (it is not a gradual onset over hours).
2. There are no adverse effects as compared to benefits in the administration of Naloxone to a K9. Therefore administering it in the absence of an actual opiate exposure (another toxic substance thought initially to be an opiate) will not cause harm.
3. K9's who receive Naloxone should not be left alone or unattended. They must be transported immediately to one of the two approved facilities. In addition to acute withdrawal, the opiate effects can re-emerge during transport. If opiate effects re-emerge, the administration of the second dose of Naloxone is indicated.
4. If the opiate effects re-emerge during transport, the administration of the second dose of Naloxone is indicated.
5. In rare instances, a Naloxone injector may be present from other public safety agencies. K9's can benefit from the injection administration method of Naloxone just as humans. If the nasal form is not available, the Naloxone injector may be administered to the hip of the K9.

HPD K9 Opiate Protocol: Field Reference

OPIATE Chart

## **J. TRAINING**

Before assignment in the field, each canine team shall be trained and certified to meet current nationally recognized standards or other recognized and approved certification standards. Cross-trained canine teams or those canine teams trained exclusively for the detection of narcotics and/or explosives also shall be trained and certified to meet current nationally recognized standards or other recognized and approved certification standards established for their particular skills.

The canine trainer shall be responsible for scheduling periodic training for all department employees in order to familiarize them with how to conduct themselves in the presence of department canines. Because canines may be exposed to dangerous substances such as opioids, as resources are available, the

canine coordinator should also schedule periodic training for the canine handlers about the risks of exposure and treatment for it.

All canine training shall be conducted while on-duty unless otherwise approved by the canine supervisor.

a. CONTINUED TRAINING

Each canine team shall thereafter be recertified to a current nationally recognized standard or other recognized and approved certification standards on an annual basis. Additional training considerations are as follows:

- a. Canine teams should receive training as defined in the current contract with the Harrisonburg Police Department canine training provider.
- b. Canine handlers are encouraged to engage in additional training with approval of the canine supervisor.
- c. To ensure that all training is consistent, no handler, trainer or outside vendor is authorized to train to a standard that is not reviewed and approved by the Department.

b. FAILURE TO SUCCESSFULLY COMPLETE TRAINING

Any canine team failing to graduate or obtain certification shall not be deployed in the field for tasks the team is not certified to perform until graduation or certification is achieved. When reasonably practicable, pending successful certification, the canine handler shall be temporarily reassigned to regular patrol duties.

c. TRAINING RECORDS

All canine training records shall be maintained in the canine handler's and the canine's training file.

d. TRAINING AIDS

Training aids are required to effectively train and maintain the skills of canines. Officers possessing, using, or transporting controlled substances or explosives for canine training purposes must comply with federal and state requirements. Alternatively, the Harrisonburg Police Department may work with outside trainers with the applicable licenses or permits.

e. CONTROLLED SUBSTANCE TRAINING AIDS

Officers acting in the performance of their official duties may possess or transfer controlled substances for the purpose of narcotics-detection canine training in compliance with state and federal laws and in compliance with applicable state requirements (21 USC § 823(f); [VA Code § 18.2-250](#)).

The Chief of Police or the authorized designee may authorize an officer to seek a court order to allow controlled substances seized by the Harrisonburg Police Department to be possessed by the officer or a narcotics-detection canine trainer who is working under the direction of this department for training purposes, provided the controlled substances are no longer needed as criminal evidence ([VA Code § 19.2-386.23](#)).

As an alternative, the Chief of Police or the authorized designee may request narcotics training aids from the Drug Enforcement Administration (DEA).

These procedures are not required if the canine handler uses commercially available synthetic substances that are not controlled narcotics.

#### f. CONTROLLED SUBSTANCE PROCEDURES

Due to the responsibilities and liabilities involved with possessing readily usable amounts of controlled substances and the ever-present danger of the canine's accidental ingestion of these controlled substances, the following procedures shall be strictly followed:

- a. All controlled substance training samples shall be weighed and tested prior to dispensing to the individual canine handler or trainer.
- b. The weight and test results shall be recorded and maintained by this department.
- c. Any person possessing controlled substance training samples pursuant to court order or DEA registration shall maintain custody and control of the controlled substances and shall keep records regarding any loss of, or damage to, those controlled substances.
- d. All controlled substance training samples will be inspected and weighed annually. The results of the annual testing shall be recorded and maintained by the canine trainer.
- e. All controlled substance training samples will be stored in locked, airtight and watertight cases at all times, except during training. The locked cases shall be secured in the trunk of the canine handler's assigned patrol vehicle during transport and stored in an appropriate locked container at the conclusion of the training. There are no exceptions to this procedure.
- f. The canine trainer shall periodically inspect every controlled substance training sample for damage or tampering and take any appropriate action.
- g. Any unusable controlled substance training samples shall be returned to the Property and Evidence Unit or to the dispensing agency.
- h. All controlled substance training samples shall be returned to the dispensing agency upon the conclusion of the training or upon demand by the dispensing agency.
- i. An unannounced annual inspection will be completed by Chief's designee.

#### g. EXPLOSIVE TRAINING AIDS

Officers may possess, transport, store or use explosives or destructive devices in compliance with state and federal laws (18 USC § 842; 27 CFR 555.41; [VA Code § 18.2-85](#)).

Explosive training aids designed specifically for canine teams should be used whenever feasible. Due to the safety concerns in the handling and transportation of explosives, inert or non-hazardous training aids should be employed whenever feasible. The use of explosives or destructive devices for training aids by canine teams is subject to the following:

- a. All explosive training aids, when not in use, shall be properly stored in a secure facility appropriate for the type of materials.
- b. An inventory ledger shall be maintained to document the type and quantity of explosive training aids that are stored.
- c. The canine trainer shall be responsible for verifying the explosive training aids on hand against the inventory ledger annually.
- d. Only officers of the canine team shall have access to the explosive training aids storage facility.
- e. A primary and secondary custodian will be designated to minimize the possibility of loss of explosive training aids during and after the training. Generally, the handler will be designated as the primary custodian while the trainer or authorized second person on-scene will be designated as the secondary custodian.
- f. Any lost or damaged explosive training aids shall be promptly reported to the canine trainer, who will determine if any further action will be necessary. Any loss of explosives will be reported to the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF).
- g. Outdated explosive training aids will be turned over to Virginia State Police for disposal.