



POLICY & PROCEDURE

STOUGHTON POLICE DEPARTMENT

SUBJECT: USE OF FORCE/REPORTING AND REVIEW

SCOPE: All Sworn Personnel
DISTRIBUTION: Policy & Procedure Manual

REFERENCE:

NUMBER: 5.05

ISSUED: 11/12/2018

EFFECTIVE: 11/12/2018

RESCINDS

AMENDS

WILEAG 4TH EDITION

STANDARDS: 5.3.1, 5.3.2, 5.3.3

INDEX AS: Use of Force Reporting
Use of Force Review

PURPOSE: The purpose of this Policy & Procedure is to provide guidelines for officers of the Stoughton Police Department for the reporting and the review of those reports of officer-involved shooting incidents, other incidents where death or serious injury has resulted from an officer's actions, and other uses of force.

This Policy & Procedure consists of the following numbered sections:

- I. POLICY
- II. REPORTING THE USE OF FORCE
- III. POST USE OF FORCE REMOVAL FROM DUTY
- IV. POST USE OF FORCE REVIEW

I. POLICY

- A. It is the policy of the Stoughton Police Department that it is the responsibility of any officer who uses physical force or any of the enumerated weapons, items or devices indicated below to complete the following reports on the incident involved and to specifically note the circumstances necessitating, and manner of, such use.

1. Case report in LERMS
2. Use of Force (UOF) report via Google doc link:
<https://goo.gl/forms/xsfSEiOckTyOSXd12>

II. REPORTING THE USE OF FORCE

- A. A Case report and UOF report will be required when any an officer does any of the following:
 1. Firearms: Discharge, striking with, or pointing of any firearm.
 2. Electronic control device: Discharge.
 3. Police baton or kinetic energy impact projectiles: use in striking, blocking or pushing of any person.
 4. Chemical agents: use of any chemical agent.
 5. Physical force: striking, punching, pushing or restraining any person.
 6. Oleoresin capsicum: use of any pepper gas aerosol.
- B. The officer involved shall orally advise his/her supervisor/OIC of the use of force and the underling facts justifying his/her use of force as soon as possible.
- C. The officer involved shall make a written Case report/statement as to the underlying facts and the reasonableness, as perceived by the officer, justifying his/her use of force.
- D. If the discharge of the weapon or use of force causes injury, death, or great bodily harm, the supervisor/OIC shall notify the Chief of Police and the Patrol Lieutenant as soon as possible. For further specifics see Policy 5.02 Deadly Force.
- E. The investigating supervisor shall forward all reports of the investigation to the Chief of Police as soon as possible.
- F. A Case report and UOF report shall be completed regarding any incident involving the intentional or accidental discharge of a firearm, except on an approved firearms range for the purpose of firearms practice, training, competition, qualification or legal hunting purposes.
- G. All use of force reports shall be maintained by the Patrol Lieutenant and the lead DAAT instructor which shall be accessible to administration for review.

III. POST USE OF FORCE REMOVAL FROM DUTY

- A. An officer(s) whose actions or use of force results in a death or serious physical injury to a person shall be placed on administrative leave or desk duty by the Chief of Police or his/her designee during the investigation of the incident and/or until such time as the incident investigation or administrative review is completed.
 - 1. The officer shall be available for Departmental interviews and statements regarding the incident and subject to recall to duty.

IV. POST USE OF FORCE REVIEW

- A. At least once every year the Chief or designee shall review the use of force reports to determine any policy issues, training or weapons/equipment deficiencies, or disciplinary matters that require attention or any type of future action.

Gregory W. Leck
Chief of Police

This Policy & Procedure cancels and supersedes any and all written directives relative to the subject matter contained herein.

Initial 11/05/2018