



GOODYEAR POLICE DEPARTMENT

Policy and Procedure Manual

POLICY 3.09 POLICE CANINES

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1. PURPOSE AND SCOPE

1. The K-9 program was established to augment law enforcement services to the community. Highly skilled and trained teams of handlers and canines are used to supplement law enforcement operations to locate individuals, contraband and to apprehend criminal offenders. This policy outlines the necessary and appropriate use of canines in law enforcement work as required by the Goodyear Police Department.

2. MISSION STATEMENT

1. The mission of the Goodyear Police Department K-9 unit is to use highly trained police canines to locate narcotics, explosives and suspects, while providing an added sense of safety to citizens and officers.

3. DEFINITIONS

1. CANINE: Goodyear Police Department owned working dog. These are highly specialized animals whose primary function is to locate criminal offenders and contraband. The word canine refers directly to the animal.
2. K-9 ACADEMY: An academy which assists in training a new or experienced handler with a newly assigned canine.
3. K-9 HANDLER: A police officer in charge of a specially trained police canine.
4. DETECTION: A police canine task that involves locating narcotics or explosives.
5. K-9: Refers to anything related to the K-9 unit other than the animal itself. If the animal is being referred to directly the word 'canine' should be used.
6. NARCOTICS: For the purpose of this policy, the word narcotics refers to any and all illegal drugs unless specifically identified otherwise.

4. GUIDELINES FOR THE USE OF CANINES

1. When considering the deployment of a canine for the investigation of a crime or possible crime, execution of a search warrant, defending a peace officer or another person, or apprehension of a suspect if the officer has a reasonable suspicion of the suspect involvement in criminal activity; the following should be considered:
 - A. The severity of the crime.
 - B. Whether the suspect poses an immediate threat to the safety of the law enforcement officers or others.
 - C. Whether the suspect is actively resisting arrest or attempting to evade arrest by flight.
 - D. The individual 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.
2. 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 canine in view of the totality of the circumstances.
3. Absent a reasonable belief that an individual has committed or threatened to commit a serious offense, mere flight from a pursuing officer shall not serve as good cause for the use of a canine to

apprehend an individual. However, this shall not prevent the canine from being used as a locating tool.

4. Examples of use:

- A. For the protection of the handler, other officers, and citizens when reasonably necessary for the accomplishment of law enforcement goals.
- B. Searches for suspects.
- C. Searches for missing or lost persons. During such searches the canine should be on a leash of not more than ten feet in length.
- D. Searches for evidence or other articles.
- E. Detection of narcotics when certified to do so.
- F. Detection of explosives when certified to do so.
- G. SWAT/SIU assistance.
- H. Community service/public demonstrations.

5. BITE APPREHENSION

- A. When a suspect is apprehended through the bite of a canine, the K-9 handler will remove the dog from the bite as soon as practical, taking into account the safety of officers and others along with the application of control of the suspect by officers.

6. PERIMETER FOR CANINE USE

- A. Unless otherwise advised, the perimeter units shall maintain their coordinated positions while using emergency lights to make themselves highly visible. The officers on scene shall attempt to safeguard the scene where the suspect was last believed to be, to prevent scent contamination.

7. PREPARATIONS FOR UTILIZING A CANINE

- A. Prior to the use of a canine to search for or apprehend any individual, the K-9 handler and/or the supervisor on-scene shall carefully consider all pertinent information reasonably available at the time. The information should include, but is not limited to:
 - 1. The individual's perceived age.
 - 2. The nature of the suspected offense.
 - 3. Any potential danger to the public and/or other officers at the scene if the canine is released.
 - 4. The degree of resistance or threatened resistance, if any, the subject has shown.
 - 5. The potential for escape or flight if the canine is not utilized.
 - 6. The potential for injury to officers or the public caused by the suspect if the canine is not utilized.
- B. A K-9 handler shall have the authority not to deploy the canine. The handler will evaluate each situation and determine if the use of a canine is technically feasible. Generally, the decision to deploy the canine shall remain with the handler. However, a supervisor sufficiently apprised of the situation may decide not to deploy the canine.
- C. Cover officers should be selected by the handler to assist the canine and handler during any search. The handler will communicate with the on-duty sergeant if needed for this selection. It is imperative that the cover officer provide constant cover and security as the handler and canine will be primarily focused on the search.

8. WARNINGS GIVEN TO ANNOUNCE THE USE OF A CANINE

- A. Unless it would otherwise increase the risk of injury or escape, a clearly verbal warning to announce that a canine will be released if the person does not come forth, surrender, or make themselves known shall be made prior to releasing a canine. In the event of an apprehension,

the handler shall document in any related report whether a verbal warning was given and, if none was given, the reasons why.

9. USE OF NARCOTIC-DETECTION CANINES

- A. A narcotic detection-trained canine may be used in accordance with current law under the following circumstances:
 - 1. To assist in the search for narcotics during a search warrant service.
 - 2. To obtain a search warrant by using the detection canine in support of probable cause.
 - 3. To search vehicles, buildings, bags and any other articles as deemed necessary.
- B. A narcotic detection-trained canine will not be used to search a person for narcotics.
- C. Upon requesting a K-9 team to conduct a search for narcotics, the vehicle, item, or area to be searched should be left undisturbed until directions from the K-9 handler are received.
 - 1. When requesting a search of a vehicle with probable cause the following shall apply:
 - 1. Insure the windows and doors of the vehicle are closed and the engine is off as soon as practical.
 - 2. If narcotics are found prior to arrival of the K-9 team, do not return those narcotics to the vehicle.

10. USE OF EXPLOSIVE DETECTION CANINES

- A. 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 trained explosive detection K-9 team may be warranted. When available, a trained explosive detection K-9 team may be used in accordance with current law and under the following circumstances:
 - 1. To assist in the search of a building, structure, area, vehicle or article where a suspected explosive device has been reported.
 - 2. To conduct preventive searches at locations such as special events, VIP visits, official buildings and other restricted areas. Because a canine sniff may be considered a search, such searches of individuals should remain minimally intrusive and shall be strictly limited to the purpose of detecting explosives.
 - 3. To assist with searches at transportation facilities and vehicles (e.g., buses, airplanes and trains).
 - 4. To assist in the search of scenes where an explosion has occurred and an explosive device or secondary explosive device is suspected.
 - 5. At no time will a detection canine be used to render a suspected device safe or clear.

B. DEPLOYMENT CONSIDERATIONS

- 1. When utilizing the EOD Canine for searches, the following guidelines should be in effect:
 - 1. The area or venue to be searched shall be kept clear of all people, including non-essential law enforcement personnel.
 - 2. A perimeter must be maintained to limit access.
 - 3. The command post should have the ability to quickly relocate depending on what item is found.
- 2. The K-9 supervisor or EOD Handler shall have control of the search and perimeter access.
 - 1. The security of the search is dependent on controlled access. It is imperative to the protection of human life that no uncontrolled outside influence affect the search.
 - 2. The area is treated as a crime scene and the media shall not be granted access to enter the perimeter during the search.
- 3. Prior to deployment, the EOD Handler and support team shall visually check the search area for any obvious suspicious items in addition to hazardous materials or hazardous conditions that may be detrimental to the search team or the EOD Canine.

4. In the event the EOD Canine alerts, the handler and support team shall immediately assess the situation for a potential of being a destructive device and make a recommendation to the command post regarding the situation including their recommendation on whether to call out a bomb squad.
- C. USE OF AN EOD CANINE FROM AN OUTSIDE AGENCY
 1. The deployment policies, training, and experience of EOD Canine teams from outside agencies can vary significantly. The use of EOD Canine's from other agencies should only be requested when Goodyear Police EOD Canines are unavailable, or fully committed.
 2. When circumstances dictate the need to utilize an EOD Canine from another agency, the Watch Commander and/or K-9 Supervisor shall approve the deployment of another agency's EOD Canine. Such a deployment shall be consistent with Goodyear Police Department policy.
11. K-9 HANDLER DOWN
 - A. In the event that a K-9 handler is injured or unable to control their canine, the canines may stand guard over the handler in effort to prevent anyone from approaching the handler. In the event the K-9 handler is down, the following shall be considered:
 1. Do not rush in on the handler and the canine.
 2. Ask the handler to call off the canine if they are able.
 3. Other handlers may respond to take control of the canine.
 4. In critical situations, a catch pole or bite sleeve may be used to catch the canine. This is not a preferred method and should be utilized as a last resort by someone that has been trained to use the equipment.
12. NON-APPREHENSION USE
 - A. Because canines have senses far superior to those of humans, they may be effectively utilized to track or search for non-criminals (e.g., lost children, individuals who may be disoriented or in need of medical attention). In such circumstances it will be necessary for the handler to evaluate the conditions and ability of the canine to determine the feasibility of such an application.
 1. Absent a change in circumstances which presents an immediate threat to officers, the canine or the public, such applications should be conducted on-leash or under such conditions that the canine will not bite or otherwise injure the individual, if located.
 2. Throughout the deployment of the canine in such circumstances, the handler should give periodic verbal assurances that the canine will not bite or hurt the person.
 3. Unless otherwise directed by a supervisor, assisting personnel should take direction from the handler in order to minimize interference with the canine.
13. REPORTING CANINE USE, BITES AND INJURIES
 - A. Whenever the use of the canine results in a bite or any injury, a Use of Force Report (Blue Team) shall be completed.
 - B. The K-9 Unit Supervisor will be notified of all bites, as soon as practical.
 - C. Canines controlled by peace officers are exempt from regulatory action relating to bites, except that the K-9 Unit Supervisor shall notify the Animal Control Department if the canine exhibits any abnormal behavior after a bite incident.
 - D. If the injured party refuses treatment this shall be noted in the Department report. Color photographs shall be taken of the bite or injury as soon as practicable after tending to the immediate needs of the injured party. Photographs shall be retained as evidence in accordance with current Department evidence procedures. The injured party should be transported to an appropriate medical facility if the injury requires medical attention beyond

first aid. If the injured party is in custody, an officer should remain with the suspect until treatment has been rendered.

- E. If a subject alleges an injury that is not visible, a supervisor shall be notified and the location of the alleged injury should be photographed as described above.
- F. If a bite or canine induced injury is unintentional, the Deputy Chief of the Enforcement Bureau or designee will be notified as soon as practical prior to conducting any post bite interviews or investigation.
- G. Due to continuous work with the canines, handlers are often exposed to unintentional bites from canines. In the event a canine bites a handler or decoy and medical attention is needed the handler will document such bite in training records.

14. REPORTING CANINE INJURIES

- A. In the event that a canine is injured, the injury will be immediately reported to the K-9 Unit Supervisor. Depending on the severity of the injury, the canine shall either be treated by the designated veterinarian or transported to a designated emergency medical facility for treatment. If the handler and canine are out of the area, the handler may use the nearest available veterinarian. The injury will be documented in a memorandum.

15. ASSIGNMENT OF CANINES

- A. K-9 teams should function primarily as back up units. However, they may be assigned by a supervisor to other functions based on the needs at the time.
- B. K-9 teams should not be assigned to handle matters that will take them out of service for extended periods of time unless absolutely necessary and only with the approval of the Watch Commander.

16. CANINE SAFETY

- A. Under no circumstance shall any Department employee approach the canine in any manner without permission from the handler.
- B. When a canine is left unattended in a patrol vehicle, the engine shall be left running with the air conditioning or heater on based on current weather conditions.
 - 1. There shall be a temperature alarm installed in the vehicles utilized by the K-9 Unit. This temperature alarm shall always be utilized and no employee shall tamper with or modify this alarm.

17. Canine deaths:

- A. In the event a police canine dies while on duty or off duty the following should take place:
 - 1. Notification to the K9 Unit Sergeant, Lieutenant, and Deputy Chief.
 - 2. In the event foul play is suspected in a police canine death, the IAU sergeant, law enforcement jurisdictional agency, along with the Arizona Humane Society (azhumane.org 602.997.7585) will be contacted.
- B. Photo's of deceased canine and location where death occurred will be taken by K9 supervisor or designee; unless IAU and AHS are contacted.
- C. If foul play is not suspected, a Blue Team entry will be made under "Documentation Only" where the K9 supervisor will document known facts of the death.
 - 1. If cause of death is not obvious and no foul play is suspected, the K9 supervisor or designee will contact Midwestern University Animal Health Institute to schedule a necropsy of the police canine.
 - 1. Upon scheduling of the necropsy, transportation and care of canine will be conducted by members of the K9 Unit.
 - 2. Cost will be paid by City of Goodyear or K9 supervisor City of Goodyear credit card.

3. Once necropsy is completed, one copy of the medical report will be submitted to K9 supervisor for canine records and another will be submitted to IAU to be added to blue team entry.
 4. Midwestern University Diagnostic Pathology Center 5725 W. Utopia Road Glendale, AZ 85308 623.806.7540.
- D. Line of duty deaths of police canines will be investigated in conjunction with the criminal and administrative investigations.
1. Line of duty police canine deaths will be defined as deaths related to physical trauma sustained during a police function.
- E. The K9 supervisor or designee will be responsible for memorial events surrounding a line of duty police canine death.
- F. The decision of cremation, burial, or veterinary disposal will be the decision of the handler. If the handler is not able to make such decision, the K9 supervisor will make the decision.

5. REQUEST FOR USE OF K-9 TEAMS

1. Personnel within the Department are encouraged to freely solicit the use of the canines. Requests for a K-9 team from outside of the Patrol Division shall go through the K-9 Unit Supervisor.
2. REQUEST FOR ASSISTANCE FROM OTHER AGENCIES
 - A. If on duty, the K-9 Unit Supervisor is the approving authority for all requests for canine assistance from outside agencies.
 - B. If the K-9 Unit Supervisor is not on duty, the on-duty Patrol supervisor will be the approving authority for outside agency requests.
 - C. Approval of outside agency requests are subject to the following provisions:
 1. K-9 teams shall not be used for any assignment that is not consistent with this policy.
 2. The handler has the ultimate authority to decide whether the canine should be used for any specific assignment.
 3. K-9 teams shall not be called out while off-duty and used outside the jurisdiction of the Goodyear Police Department unless authorized by the K-9 Unit Supervisor or Watch Commander.
3. REQUEST FOR PUBLIC DEMONSTRATIONS
 - A. All public demonstration requests for a K-9 team shall be approved by the K-9 Unit Supervisor prior to making any commitment.
 - B. Handlers shall not demonstrate any apprehension work to the public unless authorized to do so by the K-9 Unit Supervisor.

6. SELECTION OF K-9 UNIT SUPERVISOR

1. The K-9 Unit supervisor position may be assigned as needed by the Chief of Police.
2. The K-9 Unit supervisor will be assigned a canine, and must pass all of the handler selection requirements prior to conducting any operations with the canine.
 - A. Training with the canine can occur prior to passing the handler requirements.

7. K-9 HANDLER RESPONSIBILITIES

1. CARE FOR THE CANINE AND EQUIPMENT
 - A. The handler shall 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 acceptable living conditions.
 - B. The handler will be responsible for the following:

1. Unless justified by a particular application, the handler shall not expose the canine to any foreseeable and unreasonable risk of harm.
 2. The handler shall maintain all Department equipment under his/her control in a clean and serviceable condition.
 3. Handlers shall permit the K-9 Unit Supervisor to conduct spontaneous on-site inspections of affected areas of their residence, as well as the K-9 vehicle, to verify that conditions and equipment conform to this policy.
 4. Any changes in the living status of the handler that may affect the lodging or environment of the canine shall be reported to the K-9 Unit Supervisor as soon as possible.
 5. When off-duty, canines shall be maintained in kennels provided by the City at the homes of their handlers. When a canine is kenneled at the handler's home, the gate shall be secured with a lock. When off-duty, canines may be let out of their kennels while under the direct control of their handlers.
 1. At home kennels shall consist of a concrete pad and steel fencing.
 2. One kennel per canine will be paid for by the City and if any additional kennels are required (i.e., officer moves during the lifespan of the canine) the cost will be the responsibility of the handler.
 6. The canine 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.
 7. Under no circumstances will the canine be lodged at another location unless approved by the K-9 Unit Supervisor or Watch Commander.
 8. When off-duty, handlers shall not involve their canines in any police activity or conduct unless approved in advance by the K-9 Unit Supervisor or Special Enforcement Division Lieutenant.
 9. Whenever a K-9 handler anticipates taking a vacation or an extended number of days off, it may be necessary to temporarily relocate the canine. In those situations, the handler shall give reasonable notice to the K-9 Unit Supervisor so that appropriate arrangements can be made.
2. CANINES IN PUBLIC AREAS
- A. All canines shall 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 canines are trained.
 - B. Canines shall not be left unattended in any area to which the public may have access.
 - C. When the K-9 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.
3. HANDLER COMPENSATION
- A. The K-9 handler shall be compensated for time spent in the care, feeding, grooming and other needs of the canine consistent with the Fair Labor Standards Act.
4. MEALS
- A. Police canines should be fed their daily meals at the completion of their work day. In the event that this is not practicable, the handler shall feed at a time that would allow maximum time before the next work day.
 - B. Canines shall be fed only food that has been approved by the K-9 Unit Supervisor.
 - C. Canines shall not be fed "table scraps" or any other "people" food.
 - D. Food shall be provided by the handler using the Department issued credit card.

8. MEDICAL CARE OF THE CANINE

1. All medical attention shall be rendered by the designated K-9 veterinarian, except during an emergency as provided within this policy.
2. **NON-EMERGENCY MEDICAL CARE**
 - A. Non-emergency medical care will be coordinated through the K-9 Unit Supervisor. Any indication that a canine is not in good physical condition shall be reported to the K-9 Unit Supervisor or the Watch Commander as soon as practicable. All records of medical treatment shall be maintained by the designated K-9 veterinarian.

9. TRAINING

1. Before assignment in the field, each K-9 team shall be trained and have graduated or be certified to meet current recognized national standards in the Department Service Dog Program. Cross trained K-9 teams or those K-9 teams trained exclusively for the detection of narcotics or explosives shall be trained and have graduated or be certified to meet a nationally recognized standard established for such detection canines. K-9 teams may not be used outside the scope of their training or certification.
2. **CONTINUED TRAINING**
 - A. Each K-9 team shall thereafter be recertified to a current nationally recognized standard on an annual basis. Additional training considerations are as follows:
 1. K-9 teams shall receive training to a current nationally recognized standard.
 2. K-9 handlers are encouraged to engage in additional training with approval of the K-9 Unit Supervisor.
 3. All canine training shall be conducted while on-duty unless otherwise approved by the K-9 Unit Supervisor or Special Enforcement Division Lieutenant.
 4. All active handlers and canines will ensure that they attend a minimum of 27 hours of in-service training each month unless approved otherwise by the K-9 Unit Supervisor.
3. **FAILURE TO SUCCESSFULLY COMPLETE TRAINING**
 - A. Any K-9 team failing to graduate and/or obtain nationally recognized certification shall not be deployed in the field for tasks the team is not certified to perform until graduation or certification is achieved. The K-9 team will be allowed a minimum of three attempts to pass the certification before being removed from the K-9 unit.
4. **TRAINING RECORDS**
 - A. All canine training records shall be maintained in the K-9 handler's and the canine's training files.
5. **ELECTRONIC TRAINING COLLARS**
 - A. Electronic collars (E-Collars) shall be utilized by all handlers at the discretion of the K-9 Unit Supervisor. The E-Collars will only be used for added control, safety, and as a training aide. At no time will the E-Collar be used to abuse the police canine.

10. K-9 UNIT SUPERVISOR RESPONSIBILITIES

1. The K-9 Unit Supervisor shall be responsible for, but not limited to, the following:
 - A. Review all Canine Use Reports to ensure compliance with policy and to identify training issues and other needs of the program.
 - B. Maintain liaison with the canine vendor.
 - C. Maintain liaison with other agency K-9 supervisors.
 - D. Maintain accurate records to document canine activities.
 - E. Recommend and oversee the procurement of needed equipment and services for the unit.
 - F. Be responsible for scheduling all canine-related activities.

- G. Ensure the K-9 teams are scheduled for continuous training to maximize the capabilities of the teams.

11. CONTROLLED SUBSTANCE TRAINING AIDS

1. Controlled substance training aids are required to effectively train and maintain drug detecting canines. Controlled substances can also be an effective training aid during training sessions for law enforcement personnel.
2. PROCEDURES
 - A. Due to the responsibilities and liabilities involved with possessing readily usable amounts of controlled substances and the ever-present danger of accidental ingestion of these controlled substances by the canine, the following procedures shall be strictly followed:
 1. All necessary controlled substance training samples shall be acquired from the Goodyear Police Department's evidence personnel or from outside agencies authorized to provide controlled substance training samples. All controlled substance training samples shall be weighed and tested prior to dispensing to the individual K-9 handler.
 2. The weight and test results shall be recorded and maintained by the Property and Evidence Unit.
 3. All controlled substance training samples will be inspected, weighed and tested quarterly. The results of the quarterly testing shall be recorded and maintained by the Property and Evidence Unit.
 4. All controlled substance training samples will be stored and locked in the assigned vehicle vault at all times, except during training. There are no exceptions to this procedure.
 5. The K-9 Unit Supervisor shall periodically inspect every controlled substance training sample for damage or tampering and take any appropriate action.
 6. Any unusable controlled substance training samples shall be returned to the Property and Evidence Unit or to the dispensing agency.
3. IMMUNITY
 - A. All duly sworn officers acting in the performance of their official duties and any person working under their immediate direction, supervision or instruction are immune from prosecution under the Arizona Uniform Controlled Substance Act while providing substance abuse training or canine drug detection training.

12. EXPLOSIVE TRAINING AIDS

1. Explosive training aids are required to effectively train and maintain the skills of explosive detection canines and can also provide effective training for law enforcement personnel. Officers are permitted to possess, transport, store or use explosives or destructive devices while acting within the scope and course of employment. Explosive training aids designed specifically for K-9 teams should be used whenever feasible. Due to the safety concerns in the handling and transportation of explosives, inert or nonhazardous training aids should be employed whenever feasible. The use of explosives or destructive devices for training aids is subject to the following requirements:
 - A. All explosive training aids, when not in use, shall be properly stored in a secure magazine appropriate for the type of materials they contain.
 - B. An inventory ledger shall be maintained to document the type and quantity of explosive training aids held by the K-9 Unit.
 - C. The K-9 Unit Supervisor shall be responsible to verify the explosives training aids on hand against the inventory ledger once each quarter.
 - D. Only members of the K-9 Unit shall have access to the explosives training aid storage magazine.

- E. Any lost or damaged explosives training aids shall be promptly reported in writing to the K-9 Unit Supervisor, 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).

13. OWNERSHIP OF CANINES

1. The Goodyear Police Department Service canines are the sole property of the Department.
2. BREEDING
 - A. The Police Service canine(s) shall never be used for breeding purposes while in service to the Department without the express consent of the Chief of Police.
3. REASSIGNMENT OF THE HANDLER
 - A. In the event that a handler leaves the K-9 unit, the assigned canine remains the property of the Goodyear Police Department.
4. RELEASE OF CANINE FROM SERVICE
 - A. The Department will determine the appropriate disposition for a canine that is no longer deemed as a usable service canine in accordance with Goodyear City Code 4-4-2.I.