

	<b>STANDARD OPERATING PROCEDURE</b> State Form 39870 (R/S-06)	Reference Number <b>LOG-005</b>
	Subject <b>Basic Equipment for Department Commissions</b>	
	Special Instructions <b>Replaces FSS-005 dated January 15, 2015</b>	Effective Date <b>March 10, 2026</b>

**I. PURPOSE**

Establish guidelines for the basic equipment to be carried in Department commissions.

**II. POLICY**

Department police employees shall routinely carry in their assigned commission the equipment outlined in this procedure. An officer’s primary duty assignment (administrative or patrol) may dictate some of the required equipment to be issued and/or carried in the commission.

**III. PROCEDURE**

A. All Department commissions shall routinely carry the following equipment:

1. Tactical Med Kit	5. Crash Investigation equipment and report forms*
2. Fire Extinguisher	6. Extra Handcuffs
3. Fuses	7. ANSI Reflective Vest
4. Ticket/Warning Books*	

\*These items may be replaced by Department Technology (issued computer and related programs).

B. Department commissions assigned to road patrol duties shall also routinely carry the following additional equipment:

1. Tape measure	4. Rechargeable flashlight	7. PBT
2. Camera: Digital or Dept. phone w/ Capture App.	5. Laptop computer	8. Rifle with duty rounds
3. Tire deflation devices	6. Inclement Weather Clothing	9. AED
10. Rifle Plate Carrier		

C. Issued body armor, if not worn by police employees, shall be carried in their assigned commission or the commission the employee is using and/or shall be kept near the officer, so it is quickly accessible.

D. Officers assigned to a Department specialty team (e.g., SCUBA, SWAT, MFF, etc.) shall carry in their commissions the issued equipment as required by other Department directives and/or SOPs, unless otherwise exempted.

E. This policy should not restrict officers from routinely carrying other equipment specifically authorized or approved.

F. This procedure is to be used in conjunction with all relevant Department regulations, rules, policies and procedures.