

	STANDARD OPERATING PROCEDURE <small>State Form 39870(R/S-06)</small>	<small>Reference Number</small> SOC-007
	<small>Subject</small> Explosive Ordnance Disposal Team Personnel – Utilization, Selection, and Training	
	<small>Special Instructions</small> Replaces SOC-007 dated March 1, 2015	<small>Effective Date</small> March 25, 2026

I. PURPOSE

Establish guidelines for the selection, utilization, and training, of ISP police employees as members of the Explosive Ordnance Disposal (EOD) Team.

II. POLICY

EOD personnel shall provide the Department with the capability of responding to and resolving potentially life-threatening incidents involving chemical, biological, radiological, nuclear- dispersal devices, or explosives. Additionally, EOD personnel may be utilized for the training of Department personnel and other requesting agencies in these and related areas. EOD personnel may also provide assistance and training to public and private organizations for bomb threat awareness and related safety programs.

III. PROCEDURES

A. EOD personnel shall respond to incidents involving, but not limited to:

1. Bomb threats;
2. Suspect and/or improvised explosive devices;
3. Incendiary devices;
4. Explosives (commercial and military);
5. Explosive chemicals (as defined by Indiana Criminal Code or the Bureau of Alcohol, Tobacco & Firearms – ATF);
6. Pyrotechnics;
7. Ammunition (commercial and military);
8. Weapons of mass destruction;
9. Post-blast investigations; and
10. Chemical-, Biological-, Radiological-, or Nuclear- dispersal devices.

B. Activation of EOD Personnel

1. The district, upon receiving a call for EOD related services, shall notify the applicable EOD team leader. If the team leader is not available, the EOD Commander, then the Assistant EOD Commander shall be notified.

2. Upon notification the team leader, or the EOD Commander, or the Assistant EOD Commander shall coordinate the necessary manpower and equipment. The officer in charge shall contact the requesting district and advise which officers are assigned to the detail and their

estimated time of arrival. Operations shall be contacted and given the required information for the operations log.

3. If calls for explosive related services are received by Operations, Operations shall call the appropriate district. The district shall contact the EOD team leader, the EOD Commander or the Assistant EOD Commander.

C. Team Assignments

1. The Special Operations Command (SOC) Commander shall determine the number of EOD teams, the number of team members per team, and the geographical breakdown of team assignments.

2. All EOD assignment information shall be published in the EOD Operational/Training Manual.

3. The Bomb Squad shall consist of three (3) teams - north, central, and south; each of the teams shall have a Hazardous Devices Technician as a Team Leader. The Bomb Squad Commander and Assistant Bomb Squad Commander shall be assigned to a team based on their geographic location.

4. The Bomb Squad shall consist of:

- a. A maximum of 15 hazardous devices school certified technicians (a limit set by the FBI); and
- b. A minimum of 12 Explosive Ordnance Reconnaissance (EOR) officers.*

*NOTE – There should be a minimum of four (4) EORs per team (north, central, and south).

D. Selection Process (Vacancies)

1. Explosive Ordnance Reconnaissance (EOR) Officer

a. When an EOR vacancy exists, the EOD Commander, with the approval of the Special Operations Commander, shall notify all zone, area, division, section, and district commanders of the vacancy by email, a minimum of five (5) days prior to the closing date. Interested personnel shall submit a [Specialty Team Application](#), through channels, to the Special Operations Commander. A copy shall also be forwarded directly to the EOD Commander.

b. All candidates shall:

- (i) Meet the minimum standards as defined in [SOC-004](#); and
- (ii) Be able to successfully complete the EOD fitness test, according to Federal Bureau of Investigation's Hazardous Devices School (FBI/HDS) guidelines.

c. The EOD Commander shall notify the candidates and their commanders at least seven (7) days prior to the date of the screening process and furnish information listing the time, date, and location of the test.

d. The selection process shall consist of an EOD fitness test, according to FBI/HDS guidelines, and an interview before a selection committee. The selection committee shall consist of the Special Operations Commander, or designee, the EOD Commander, and the EOD team leaders.

e. After completion of the selection process, the EOD Commander shall consult with the Special Operations Commander.

f. The Special Operations Commander shall make the final selection, and the EOD Commander shall then notify the person chosen for the position, in writing, through channels.

g. Upon selection to the EOR Team:

(i) The EOR trainee shall attend and complete the prescribed EOR 40-hour Basic Training Course within one (1) year of selection; and

(ii) Upon successful completion of all requirements for certification, the EOD Commander shall submit a request, in writing, to the Special Operations Commander, requesting EOR certification.

h. Prior to certification, the trainee shall be in an apprentice status and shall not be activated.

i. Upon receiving certification, the EOR shall satisfactorily complete a six-month probationary period and, upon approval of the Bomb Squad Commander, will be awarded the Department EOR Team member recognition medal

2. Explosive Ordnance Disposal (EOD) Technicians

a. When an **EOD Technician** vacancy exists for a *part-time position*, the EOD Commander, with the approval of the Special Operations Commander, shall notify all eligible EOR Officers of the opening.

b. All candidates shall:

(i) Be a certified EOR Officer in good standing with the EOD team for a minimum of 1 year;

(ii) Be recommended by the Bomb Squad Commander;

(iii) Meet the minimum eligibility standards as defined in [SOC-004](#);

(iv) Meet all qualifications required to attend the FBI's Hazardous Devices School (HDS), Bomb Technician Basic Course as defined in the National Guidelines for Bomb Technicians;

(v) Be willing to commit to a minimum of five (5) years with the bomb squad after completion of the HDS Bomb Technician Basic Course;

(vi) Successfully complete Hazardous Materials (HAZMAT) training that meets the requirements set forth in 29 CFR1910.120(q)(6)(iii) prior to attending HDS; and

(vii) Be able to pass an FBI background check to receive at a minimum a secret security clearance.

c. The process shall be comprised of:

(i) An oral interview before the Bomb Squad Commander, the Assistant Bomb Squad Commander, and the Squad Leaders, or their designees.

(ii) A skills test conducted by EOD team members, which includes a demonstration that they can operate in a bomb suit and modified Level B Personal Protective Equipment (PPE).

(iii) Recommendations from EOD Team Leaders to include candidates:

(a) Reliability;

(b) Dependability;

(d) Enthusiasm;

(e) Self-confidence;

- (f) Job and general knowledge;
- (g) Social skills which include the ability to get along with co-workers and the general public;
- (h) Critical thinking ability, including exercising good judgement and decision making;
- (i) Physical ability to wear and operate equipment;
- (j) Safety consciousness; and
- (k) Curiousness by showing a willingness to independently expand their knowledge base and skills level.

d. When an **EOD Technician** vacancy for a *full-time* position exists within Special Operations, with the approval of the Special Operations Commander, the vacancy shall be announced through the Human Resources promotional procedures.

1. All applicants shall:

- (i) Be an HDS certified Bomb Technician in good standing with the EOD team;
- (ii) Be recommended by the Bomb Squad Commander; and
- (iii) Meet the minimum eligibility standards as defined in [SOC-004](#);

2. The remainder of the selection process (oral interview) shall be completed under the Human Resources promotional procedures.

E. EOD TRAINING

1. Department EOD personnel shall be properly trained and utilized in accordance with Federal Bureau of Investigations Hazardous Devices School (FBI/HDS) standards and the standards set forth in the Department Bomb Squad Operational/Training Manual.

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