


LEESBURG POLICE DEPARTMENT REGULATIONS AND GENERAL ORDERS MANUAL		
General Order Number: 130	Section: ADMINISTRATION	Effective Date: FEBRUARY 2023
Title: <b>LESS LETHAL WEAPONS</b>		
Accreditation Standards: ADM.05.01, ADM.05.02, ADM05.03, ADM.06.01		
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I. LESS LETHAL WEAPONS

- A. Batons, oleoresin capsicum, and Tasers devices are the only approved and issued less-than-lethal weapons. Officers shall only carry less-lethal weapons authorized by the Department.
- B. Officers shall not carry unauthorized less-lethal weapons such as metal flashlights, blackjacks, slaps, claws, or lead-filled gloves.
- C. Only officers who have received training approved by the Department may carry a baton, oleoresin capsicum, and Taser device.

II. OLEORESIN CAPSICUM

- A. When an officer is confronted by an aggressive or non-compliant subject who is actively resisting arrest, attacking, or threatening to attack, the officer may utilize pepper spray. The following operational procedures shall be adhered to when utilizing pepper spray:
  1. The use of pepper spray calls for it to be sprayed directly into the face and eyes of the suspect.
  2. Pepper spray shall not be used against a restrained prisoner unless the safety of the officer or other party is clearly in jeopardy.
  3. Pepper spray shall not be used against any person when an open flame or other ignition source would likely ignite the delivery propellant.
  4. Pepper spray shall not be utilized on a person in conjunction with a Conducted Energy Weapon or Taser.
  5. Individuals in police custody who have been exposed to pepper spray shall, as soon as practical, be examined by rescue or medical personnel. Rescue or medical personnel shall be informed by the officer present that the individual has been exposed to pepper spray. Rescue or medical personnel shall be asked to perform the manufacturer approved treatment procedures. If the arrestee is still in police custody and symptoms persist beyond 45 minutes, the officer shall seek medical attention for the arrestee.
  6. The officer shall inform the party to whom custody is relinquished that the arrestee has been exposed to pepper spray. This would most likely occur when releasing a prisoner to personnel at the jail.
  7. Personnel will immediately notify an on-duty supervisor concerning the use of pepper spray.
- B. Maintenance of pepper spray.  
Pepper spray units should be replaced within 5 years of the date of manufacture, or the expiration date imprinted on the canister. Improperly functioning canisters shall be immediately replaced.

III. EXPANDABLE BATON

- A. When an officer is confronted by an aggressive subject who is actively resisting arrest, attacking, or threatening to attack, the officer may utilize a baton only to that level of force necessary to overcome resistance to a lawful arrest or to prevent an attack or injury. The following operational procedures shall be adhered to when utilizing the baton:
  1. The baton may be used to strike the subject in the target areas of the body. The target areas are the torso, arms, and legs. Intentional strikes to the head, kidney, or groin must be avoided, if possible.
  2. The baton may be used as a lever to induce pressure to cause the subject to cease aggressive or resistant action.

IV. CONDUCTED ENERGY WEAPON

The use of a Conducted Energy Weapon or Taser shall be conducted in accordance with General Order 124.

V. MEDICAL AID

Officers must ensure that appropriate medical aid is summoned after the use of lethal and less-than-lethal weapons. Where it has been necessary to employ force through the use of any weapon, officers shall, when it has become safe to do so, employ medical aid as they would for any injured person, and summon emergency medical assistance, if necessary.

VI. WEAPONS PROFICIENCY

Officers must demonstrate proficiency in the use of all less lethal and lethal weapons authorized by the Department prior to carrying such weapons. Proficiency on the use of weapons will include the demonstrated understanding of departmental policy outlined in this General Order. For recruits, this will be accomplished during basic police academy training and reinforced by their Field Training Officer at the beginning of field training.

VII. REFRESHER TRAINING

- A. All officers shall receive refresher training in the use of less-lethal weapons. All weapons training will be monitored by instructors certified by the Department of Criminal Justice Services. Refresher training will be conducted at least once within every two calendar years and can take place during firearms training or qualifications.
- B. All Department weapons training will be documented, and training records will be stored by the training officer.

VIII. POLICY TRAINING

All officers will receive and sign for the Leesburg Police Regulations and General Orders Manual upon hire. Officers will be instructed in the policies described in this General Order before being authorized to carry a weapon. All officers undergo refresher training on this General Order annually in conjunction with firearms training.

IX. ADMINISTRATIVE REVIEW OF USE OF FORCE

- A. Whenever an officer utilizes physical force, less lethal force, or deadly force, the involved officer's supervisor will be responsible for reviewing the use of force to determine if the force was used in conjunction with departmental policy. The Chief of Police or designee may assign a command staff member in accordance with General Order 115.
- B. Whenever an officer utilizes physical force, less lethal force, or deadly force, a Response to Threats/Resistance Memorandum will be submitted to the Chief of Police through the chain of command by the officer involved in accordance with General Order 104.
- C. Whenever an officer utilizes any level of force that results in significant bodily harm or the death of any person, the officer(s) utilizing that force will **not** be compelled to submit a case report.
  - 1. A supervisor not involved in the incident shall submit an initial case report prior to the end of their shift.
  - 2. Officer involved shootings, in-custody deaths, and any use of force that results in significant bodily harm shall be subject to Administrative Investigations protocols and may require outside investigation.
  - 3. The Department will attempt to mitigate the potential effects of critical incident stress, combined with professionally accepted investigative procedures to provide the best opportunity for establishing an accurate record of events surrounding these types of incidents.

- D. The officer's supervisor shall notify the Command Duty Officer whenever a use of force results in death, life threatening injury, or significant bodily harm. In these instances, an investigation will be conducted in accordance with General Order 115.
- E. In cases where deadly force has been used by an officer, the Northern Virginia Critical Incident Response Team (CIRT), by established agreement will conduct an independent investigation to determine if there has been any criminal wrongdoing. At the completion of a comprehensive, thorough, and impartial investigation, the Critical Incident Response Team will present the facts and evidence of the investigation to the local Commonwealth Attorney's Office or designated prosecuting authority.