

ILLINOIS STATE POLICE DIRECTIVE OPS-034, CANINE

RESCINDS: OPS-034, 2022-200, revised 10-26-2022.	REVISED: 01-03-2023 2023-071
RELATED DOCUMENTS: OPS-011, OPS-014, OPS-015, OPS-046, OPS-052, OPS-054, PER-012, SOCOM SOP	RELATED CALEA STANDARDS (6th Edition): 4.1.1, 4.1.5, 33.6.1, 41.1.4, 41.1.5, 46.1.12, 46.2.5, 70.1.7

I. POLICY

The Illinois State Police (ISP) will use Canine Teams as a support unit in aiding law enforcement.

II. DEFINITIONS

- II.A. Active Non-Work-Related Death – a canine that is still a working asset and dies outside their normal duties due to injury or conditions unrelated to their assignments in any way.
- II.B. Apprehension (K-9) – a suspect surrenders, changes behavior, or is otherwise brought into custody as the result of a canine deployment, either due to the canine being used as trained, or due to the suspect surrendering after realizing the canine may be used.
- II.C. Apprehension with Contact (K-9) – a suspect brought into custody as the result of canine contact (also referred to as a bite).
- II.D. Canine - a dog owned by the Department that has been selected and trained for police work.
- II.E. Canine Officer - an officer selected, appointed, trained, and equipped to handle and train a canine.
- II.F. Canine Section - includes the Division of the Academy and Training (DAT) Canine Training Unit Coordinator and the Canine Training Unit Specialists.
- II.G. Canine Team - a Canine Officer and a canine assigned to a specific troop or location.
- II.H. Canine Trainer - personnel assigned to the Canine Section at the ISP Academy in charge of providing training to Canine Teams.
- II.I. Canine Training – training conducted in a controlled environment designed to evaluate and improve the skills and abilities of the Canine Team.
- II.J. Canine Training Unit Coordinator – an ISP officer assigned to the Academy who has functional responsibilities over the canine training program.
- II.K. DOP Canine Coordinator – an officer assigned to the DOP Criminal Patrol (CRIMPAT) Section responsible for the oversight of the regional canine liaisons and the DOP canines and handlers.
- II.L. K-9 (Canine) Activity Tracking System (KATS) – a web-based system designed to maintain a Canine Team’s training, deployment notes, statistics, and any associated activity.
- II.M. Line-of-Duty Death - a canine death that occurs during, or as the result of, the performance of their duties.
- II.N. Regional Canine Liaison - certified canine instructor that has been identified in each region to assist with training, re-certifications, and communication among handlers in the region.
- II.O. Retired Canine – a canine that is formally retired from the canine unit with a transfer of ownership form. (This ISP Directive, OPS-34, “Canines,” does not apply to retired canines.)
- II.P. Special Weapons and Tactics (SWAT) Canine – a canine assigned to an ISP SWAT Canine Officer that has received specialized training to assist with SWAT missions such as repelling, close-quarter combat, off lead control, manhunts, explosives, and Vapor Wake detection.

- II.Q. SWAT Canine Officer – an officer assigned to the Special Operations Command (SOCOM) selected and/or appointed, trained, and equipped to handle and provide continual training to a SWAT assigned canine. Canine Officers are a designated support unit of SOCOM and required to attend and pass the SOCOM selection process and New SWAT Operators School to become certified.
- II.R. SWAT Canine Team – a SWAT Canine assigned to a SWAT Canine Officer who is assigned to the ISP SOCOM.

III. RESPONSIBILITIES

III.A. Canine Officers will:

- III.A.1. Provide 24-hour care and maintenance for assigned canine and all related equipment. The Department allows Canine Officers:

- III.A.1.a. One hour during each working shift to feed and groom the canine and maintain the kennel, car, and related equipment.
- III.A.1.b. One-half hour of maintenance time to care for the canine on days off including regular days off, holidays, and vacations. In the event the handler uses sick days, the Department grants the handler one hour of maintenance time that will decrease the amount of sick time expended by one hour.

- III.A.2. Receive a minimum amount of training.

- III.A.2.a. The Canine Officer will spend a minimum of two entire work shifts per month to maintain minimum standards and allow for advanced training.
- III.A.2.b. Work assignments do not constitute training. Due to the lack of controlled conditions, the canine's performance cannot be properly evaluated.
- III.A.2.c. The Canine Team is required to attend semi-annual Canine Team evaluations, one of which must be at the Academy.
- III.A.2.d. When in-service training is hosted at the Academy, the number of training days for in-service training can substitute as that month's training on a one-to-one basis.
- III.A.2.e. Should it be determined the canine or Canine Team has not maintained an acceptable level of performance, additional training will be mandatory.
- III.A.2.f. Should a handler that has previously completed the ISP Academy Basic Canine Class or Narcotic only canine class, receive a new canine partner which has been trained and certified by the Illinois Law Enforcement Training and Standard Board (ILETSB), that handler and canine will attend a minimum two-week certification class taught by an ILETSB certified instructor at the Academy.

NOTE: If the Canine Team's performance level remains unacceptable after consulting with the DOP Canine Coordinator and the Academy Canine Training Unit Coordinator, the Troop Commander shall remove the Canine Team from active use until remediation training has been implemented and completed and/or a recertification has been completed.

- III.A.3. Perform patrol functions in a manner that maximizes use of canine resources, i.e., criminal patrols, narcotic-related patrols. However, the Troop will not ordinarily assign Canine Officers to desk duty or relay details, except as the Troop's operational needs dictate at the direction of the Troop Commander, or designee.

- III.A.4. Exercise supervisory responsibilities in matters requiring immediate attention in canine-related situations.

- III.A.5. Complete the following forms when needed and forward them through the chain-of-command:

- III.A.5.a. A KATS Report for:

- III.A.5.a.1) All canine incidents and deployments.

III.A.5.a.2) Any canine illness or injury resulting in the canine being out-of-service. The Canine Officer will immediately send notification through the chain-of-command to the DOP Canine Coordinator and the Academy Canine Unit Training Coordinator.

III.A.5.b. A TraCS Report when:

III.A.5.b.1) A canine bites or otherwise injures an individual. The report should be classified as an encounter report with the verbiage "use of force" unless the bite is deemed accidental where it will be classified as an incident on the report. A Use of Force Review form, ISP 1-256, will be completed and submitted with the packet.

III.A.5.b.2) Any significant canine deployment involves the detention or arrest of an individual or involves submitted evidentiary material.

III.A.5.b.3) A canine apprehension occurs. The report should be classified as an encounter report with the verbiage "use of force." A Use of Force Review form, ISP 1-256, will be completed and submitted with the packet.

III.A.5.c. Both a KATS and TraCS Report shall be completed for any event that results in the injury or death of an ISP Canine.

III.A.5.d. Canine handlers will maintain individual training records in KATS which will be completed quarterly. At the end of the quarter prior to the tenth of the following month, canine handlers will make notification via email to the Canine Unit Training Coordinator stating all notes for that quarter were completed. Canine handlers will ensure all canine incident reports in KATS are completed by the end of the month.

III.B. Troop Commanders will:

III.B.1. Make notification of the intention to post and fill a canine handler position.

III.B.2. Notify the Canine Training Unit Training Coordinator and the DOP Canine Coordinator of an approved and vacant canine handler position.

III.B.3. Receive from the Canine Training Unit Training Coordinator and the DOP Canine Coordinator the necessary information for a vacancy announcement (in accordance with the current collective bargaining agreements and ISP procedures). This will include any and all prerequisites for the position.

III.B.4. At the conclusion of the interview and selection process, and after receiving a list of recommended applicants for the position, select the most qualified candidate to serve in the position.

III.B.5. Make selection notification to the appropriate chain-of-command and the Canine Training Unit Training Coordinator and the DOP Canine Coordinator.

NOTE: For additional information on the selection of new canine handlers, Troop Commanders should refer to the ISP Interview and Selection Process, ISP Canine Standard Operation Procedures, or contact the DOP Canine Coordinator or the Canine Training Unit Training Coordinator.

III.B.6. As operational needs allow, make the Canine Team available either upon request from the appropriate state, federal or local law enforcement personnel, or in response to an emergency.

III.B.7. Provide logistical support for canine operations.

III.B.8. Actively support the Canine Training Program and promote effective use of resources.

- III.C. The Deputy Director of the DOP will retain overall authority of missions initiated by ISP involving a Canine Team. The Canine Officer will be responsible for the use of the canine during the assigned mission.
- III.D. Selection of SWAT Canine Officer - The SWAT Commander will select and appoint an interested and certified SWAT Operator in good standing to become the canine handler. The SWAT Commander has the option to follow a similar process for selecting a SWAT Canine Officer as outlined in paragraph III.B. of this directive.
- III.E. The SWAT Commander, or designee, will retain overall authority of missions initiated by SWAT involving a SWAT Team and a SWAT Canine Team. The SWAT Canine Officer will be responsible for the use of the canine during the assigned mission.

IV. PROCEDURES

IV.A. General Information

- IV.A.1. Canine Teams serve at the discretion of the Troop Commander.
- IV.A.2. The DOP Canine Coordinator or Academy Canine Training Unit Training Coordinator, with direct input from the DOP Canine Coordinator and the Academy Canine Training Unit Trainer, will recommend, through the chain-of-command, placing a Canine Team out-of-service, removing a Canine Team, or remediating a Canine Officer due to:
 - IV.A.2.a. The officer's performance.
 - IV.A.2.b. The inability of a Canine Team to successfully pass Canine Team evaluations.
 - IV.A.2.c. Unacceptable training techniques.
 - IV.A.2.d. Excessive absence from training session (group or individual).
 - IV.A.2.e. Lack of interest.
 - IV.A.2.f. Unacceptable:
 - IV.A.2.f.1) Maintenance of equipment
 - IV.A.2.f.2) Care of the canine
 - IV.A.2.f.3) Physical condition of the canine
 - IV.A.2.g. Failure to adequately document training and/or use of the canine.
 - IV.A.2.h. Failure to comply with written Canine Standard Operating Procedures.
- IV.A.3. Handlers who do not meet the minimum requirements as referenced in Section IV.A.2. of this directive will be considered NON-OPERATIONAL until successfully completing the required test at the expressed minimum standard.
- IV.A.4. To remain a department-certified Canine Team, Canine Officers must:
 - IV.A.4.a. Successfully complete the department-required Physical Fitness Inventory Test (PFIT) as described in ISP Directive PER-045, "Wellness Program."
 - IV.A.4.b. Successfully complete the Department PFIT as described in ISP Directive PER-045, "Wellness Program," prior to returning from a medical leave of more than 30 days.

NOTE: If a handler fails to meet the Department minimum requirements in the PFIT, they will follow the procedures outlined in ISP Directive PER-045, "Wellness Program.")
 - IV.A.4.c. Successfully complete a recertification prior to returning from a minimum 60-day leave of absence or suspension, or medical leave as detailed in paragraph IV.A.3.
 - IV.A.4.d. Maintain compatibility with training techniques and standards as prescribed by the Academy Canine Training Unit.
 - IV.A.4.e. Maintain acceptable levels of performance as outlined in the Canine Standard Operating Procedures.
- IV.A.5. Canine Officers may be required to respond to:

- IV.A.5.a. Civil disturbances
 - IV.A.5.b. Crowd control incidents
 - IV.A.5.c. Locating deceased individuals
 - IV.A.5.d. Prison riots
 - IV.A.5.e. Public demonstrations
 - IV.A.5.f. Raids
 - IV.A.5.g. Services of warrants on potentially dangerous subjects
 - IV.A.5.h. Searches (including school searches)
 - IV.A.5.i. Surveillance
 - IV.A.5.j. Tracking potentially dangerous subjects
 - IV.A.5.k. Other incidents or applications where the services of a Canine Team would be beneficial or appropriate to reduce the risk of injuries or death
 - IV.A.5.l. Currency investigations and currency seizures SWAT call-outs
- IV.A.6. The Department will not use a Canine Team for bomb detection unless trained appropriately.
- IV.A.7. If a canine bites or otherwise injures a person, the Canine Officer will immediately notify the Canine Officer's supervisor, the DOP Canine Coordinator, and Academy Canine Training Unit Training Coordinator.
- IV.A.7.a. The Canine Officer will ensure prompt medical attention is provided to the injured subject.
 - IV.A.7.b. The Canine Officer will complete a follow-up Field Report/TraCS Report and forward the Field Report/TraCS Report through the chain-of-command to the Troop Commander, the DOP Canine Coordinator, and the Academy Canine Training Unit Training Coordinator.
- IV.A.8. When training, Canine Officers will wear attire with appropriate police markers and have a canine uniform readily available for normal patrol functions, canine assignments, or emergency call-outs.
- IV.A.9. Canines, while on-duty or off-duty, will have no physical contact with individuals outside of regular canine deployments. This will not limit contact by other canine handlers, other officers during utilization, canine medical personnel, or care-givers.
- IV.B. Deployment
- IV.B.1. When ISP canines are requested to render canine assistance, the Telecommunicator will immediately forward the request to the Shift Commander. The Shift Commander and Canine Officer will decide if the situation warrants a call-out of the Canine Team. The Telecommunicator will require the requesting agency or person to provide the following information, if applicable:
- IV.B.1.a. The type of service requested
 - IV.B.1.b. Any prior search by personnel or other Canine Teams
 - IV.B.1.c. Description of suspect or victim and the health of that person
 - IV.B.1.d. Situational knowledge or available witness(es) information
 - IV.B.1.e. Time expired since the incident occurred
 - IV.B.1.f. Type of area and terrain
 - IV.B.1.g. Weather and ground conditions
- NOTE:** Attempts to contact ISP Canine Teams should first be exhausted when investigating currency seizures prior to seeking outside assistance from local agencies.
- IV.B.2. Any off-duty call-out must be approved by the Shift Commander.
- IV.B.3. The Canine Officer will submit an explanation to the Troop Commander, through the chain-of-command, advising the Commander of any request that was refused and the reason

for the refusal. If the Shift Commander refuses the call-out to avoid overtime, the Shift Commander is responsible for submitting the explanation to the Troop Commander.

- IV.B.4. When deployment of the SWAT Canine Team is requested by ISP or an outside agency, the SWAT Commander or SWAT designee will be contacted. After the SWAT Commander or SWAT designee speaks with the SWAT Canine Officer, and it is determined to deploy the SWAT Canine Team, a minimum of four additional ISP SWAT Operators will deploy with the SWAT Canine unit as a cover team when feasible.

IV.C. Death of a Police Canine

- IV.C.1. In any event involving the death of an ISP Canine, including in the line of duty, accidental, on- or off-duty, the canine handler shall immediately notify the on-duty Shift Commander. The Shift Commander shall notify the Troop Commander who will notify the Deputy Director of the DOP. The Canine Officer will also notify the DOP Canine Coordinator and the Canine Training Unit Training Coordinator.

- IV.C.2. The Troop Commander will notify the Division of Internal Investigation (DII) if suspected reckless or negligent care contributed the death of the canine. The Troop Commander may also request an autopsy of the deceased canine.

- IV.D.3. At the discretion of the Canine Officer, the ISP Honor Guard canine ceremonial burial and recognition protocols appropriate for a line-of-duty death or an active non-work-related death, respectively, may be utilized.

IV.D. Use of Force

- IV.D.1. Members will use only that force which is reasonable and necessary to take a person into custody, safely detain, and deliver that person to confinement (see ISP Directive OPS-046, "Use of Force and Intermediate Weapons").

- IV.D.2. All canine use-of-force incidents will be submitted to the Use of Force Committee. The Canine Training Unit Training Coordinator, or his/her designee, will be assigned to the Use of Force Review Committee for the purpose of reviewing all use-of-force incidents involving canines.

IV.E. Additional Information

More specific, detailed information regarding the Canine Program is contained in the Canine Standard Operating Procedures (maintained at the Canine Section of the ISP Academy).

| Indicates new or revised items.

-End of Directive-