



Sheridan Police Department  
Policies and Procedures  
11.2

Chapter 11 – Use of Force  
Section 2 – Non Deadly Force Reporting Responsibilities

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Signature:

As governmental employees empowered to use lawful force, the police department has a responsibility to carefully monitor and review each use of force, to ensure that the force was within the parameters of policies and law. Supervisors have an important responsibility in reviewing use of force situations and in correcting and coaching officers in this area.

## **11.2 Reporting Responsibilities for the Use of Non-Deadly Force**

- 11.2.1** Whenever officers employ an amount of force capable of causing injury in the course of effecting an arrest, overcoming resistance, or controlling a dangerous situation, the officer will note the use of force in the incident report, and explain the circumstances pertinent to its use.
- 11.2.2** Other than as a part of training or testing, whenever an officer employs O.C., empty hand strikes, including knee strikes and kicks, an E.C.D., an impact weapon or firearm, the officer will note the use of force in the incident report, and explain the circumstances pertinent to its use.
- 11.2.3** Off-duty members who use any degree of force or display any weapon in a law enforcement capacity are required to notify the on duty shift supervisor.
- 11.2.4** As soon as practical after using force as described in 11.2.1 through 11.2.3, the deploying officer shall notify the on duty supervisor of the incident. The on duty supervisor shall meet with the involved officer(s) to review the use of force and circumstances pertinent to its use.
- 11.2.5** The on duty supervisor shall conduct a thorough review of the use of force. If injury occurred or if the incident involved use of O.C., an E.C.D. an impact weapon, a non-standard weapon or the drawing/display of a firearm, the supervisor will complete the Guardian Tracking Use of Force report. The Patrol Operations Lieutenant, or the Special Operations Lieutenant in the Operation's Lieutenant's absence, will review each use of force entry and approve the entry for submission to the Chief of Police. Any use of force incident which has circumstances that require an additional investigation will be assigned as an internal investigation.

**11.2.6** The operations supervisor will conduct an annual analysis of the reviews required in 11.2.4 and submit the documentation to the chief of police.

**11.2.7** The following actions shall be documented in a case report, but are not considered force that triggers a review:

- A. Escorting or moving a non-resisting subject; or
- B. Handcuffing with no resistance.