



MANUAL ORDER

No. 402

Subject: Use of Less-than-Lethal Substances and Devices		Effective: 10/03/2023 Cancels: 11/29/2022
Issuing Authority: Chief of Police	NYS LEAP Standard: 20.6	Review Date: 10/03/2023

USE OF LESS-THAN-LETHAL SUBSTANCES AND DEVICES

I. PURPOSE

- A. To ensure the proper use of non-lethal weapons such as chemical agents, impact weapons, tear gas or the use of the Taser 7 Conducted Electrical Weapon (CEW) and the Taser X26P (CEW) by Members of the Rome Police Department.
- B. To identify any prohibitions against the carrying of such weapons.

II. POLICY

- A. **RENDERING MEDICAL AID:**
Members will render appropriate medical aid after the use of lethal or less-than-lethal force.
- B. **REPORTING THE USE OF FORCE:**
Members will immediately report to a supervisor both verbally and later in writing all circumstances involving the use of force as it is defined the appropriate section.
- C. **UNAUTHORIZED NON-LETHAL WEAPONS**

Weapons that are forbidden to be Carried or Used:

1. Blackjacks;
2. Weighted (“saps”) gloves;
3. Stun guns;
4. Brass knuckles;
5. Any knife specifically prohibited by Section 265 of the New York State Penal Law.

D. FLASHLIGHTS

Flashlights are not to be used as an offensive or defensive weapon in a situation where the use of physical force or deadly physical force is not needed. The use of a flashlight as an offensive or defense weapon is when the circumstance arises that no other adequate instrument is available to protect the officer or a third party.

III. NON-LETHAL WEAPONS

A. MONADNOCK PR-24 COLLAPSIBLE BATON OR MONADNOCK EXPANDABLE BATON

1. Officers are authorized to carry the Department-issued PR-24 or Expandable Baton only.
2. An officer may only use the PR-24 or Expandable Baton upon the completion of a PR-24 or Expandable Baton training course in which that officer must demonstrate competency in its use.
3. The PR-24 or Expandable Baton may be used to protect the Officer or another person using the techniques taught in respective training programs.
4. The PR-24 or Expandable Baton may be used to affect an arrest, take a person into custody, or control a suspect or person who may injure himself/herself, the officer or another person.
5. All non-lethal weapons may be used on animals.
6. Officers are cautioned against intentional blows to the head or spinal column of an individual, except in a situation where deadly physical force is needed.
7. Rome Police Officers issued the PR-24 police baton or Expandable Baton will be responsible for retaining the weapons in their possession, and will exercise the same precautions for security as with a firearm.
8. Officers have the option of carrying an expandable straight baton (i.e. Monadnock MEB or Asp) with certification and the approval of the Chief of Police.

B. OLEORESIN CAPSICUM AEROSOL SPRAY [OC SPRAY]

1. The use of OC SPRAY is a legal right granted to police officers as an

alternative force in those situations where the potential for injury to an officer or citizen exists, but where the application of deadly physical force is prohibited.

2. The use of OC SPRAY will be limited to that degree of force, which is reasonably necessary to provide protection for the officer, a third party, and/or to effect a legal arrest.
3. Each officer may be issued a canister of OC SPRAY and a holster. Such issuance shall be recorded by serial number and kept on file by the Department.
4. Officers shall be responsible for retaining the OC SPRAY while in their possession and will exercise the same precautions for its security that is required for other issued defensive devices.
5. Officers will only carry department issued OC SPRAY.
6. OC SPRAY shall be carried in the Department authorized holster only. All officers may carry the spray whether they are uniformed or plain clothes personnel.
7. After using OC SPRAY, it shall be the responsibility of each officer to test the unit to see if there is sufficient amount left in the canister to remain in service. If not, the officer will be responsible for obtaining a replacement. If not used, the officer should periodically check the unit for its satisfactory performance. If not satisfactory, then the officer shall obtain a replacement.
8. OC SPRAY shall never be used for the following:
 - a. As a threat to make a person comply with an officer's verbal order unless such use is justified under Department regulations and as prescribed above.
 - b. Against any person in retaliation for their verbal abuse or other disapproving actions toward an officer.
 - c. To elicit information from any person.
9. In non-lethal force situations, officers should avoid using OC SPRAY if any of the following circumstances exist:
 - a. The subject is in an elevated location and the risk of falling from that distance would create a substantial risk of injury or death to the subject.

- b.** The subject is in control of a running vehicle.
 - c.** Females that are known to be or are obviously pregnant.
 - d.** The subject is elderly or infirm.
 - e.** The subject is a child and is obviously under the age of 8.
- 10.** OC SPRAY is most effective up to ten (10) feet. It should be used in short bursts; not in prolonged sprays. A couple of one second bursts will usually be sufficient to subdue a subject. Officers shall rely on their training methodology in the use of OC SPRAY.

11. Decontamination

- a.** The officer shall insure that water is made available to the person to flush the affected areas as soon as practical after being sprayed.
- b.** The subject shall also be informed that medical attention is available. If the person desires medical attention, or otherwise appears in need of some, it is the responsibility of the officer discharging the OC SPRAY to notify the Road Supervisor and to ensure that the person is transported to receive the medical attention.
- c.** Within one (1) hour of exposure, the arresting officer or person in charge of the lockup will interview the subject to determine if the subject is okay or if he/she needs further medical attention and/or treatment.

12. Reporting

- a.** Whenever OC SPRAY is used, except for training purposes, the Patrol Commander will be notified.
- b.** This use will be noted in a Use of Force Report on the incident. This report will indicate why it was used, the circumstances surrounding its use, and the results of such use.
- c.** The report will be forwarded to the Office of the Chief of Police. Further investigation of the incident, if warranted, will be completed at the direction of the Chief of Police.
- d.** If the subject is transported to the Oneida County Correctional

Facility, their personnel should be notified of the subjects exposure to OC SPRAY.

13. Any officer that uses OC (other than in training), will insure that the canister is safeguarded and will surrender it to the firearms officer for inspection. Once, in the opinions of the firearms officer, the canister is in proper working order it may be reissued the officer. If the canister is deemed to have been discharged to the point that there is no longer an effective amount of OC a new canister will be issued.

C. TASER – ALSO KNOWN AS CONDUCTED ELECTRICAL WEAPON (herein referred to as CEW), TO INCLUDE THE TASER 7 (CEW) AND TASER X26P (CEW)

NOTE: Taser (CEW) will reference both models within this section, unless specifically stated Taser 7 (CEW) or Taser X26P (CEW)

The Taser (CEW) device has been proven effective in the furtherance of this policy and is authorized for use in appropriate circumstances by trained personnel. Officers are cautioned on the use of a CEW in passive, non-aggressive situations.

Officers are authorized to use and deploy the Taser “Conducted Electrical Weapon” (CEW) as approved by the Rome Police Department and subject to the provisions of the NYS PL Article 35 and Rome Police Department General Orders.

The use of the Taser (CEW) will be limited to the degree of force which is reasonably necessary to provide protection for the Officer, the subject, a third party, and/or to affect a legal arrest. The Taser (CEW) should not be used against individuals who do not pose a threat to officers or others even though they may be exercising non-violent resistance. The standard is even more important when dealing with mentally ill individuals.

1. Definitions:

- **Taser 7 and Taser X26P Less-Lethal Device (Conducted Electrical Weapon or CEW) -** A device designed to disrupt a subject’s nervous system by means of deploying battery powered electrical energy sufficient to cause uncontrolled muscle contractions and overriding an individual’s voluntary motor responses.
- **Drive-Stun Deployment-** Drive-stun capability is an option with the TASER 7 (CEW) and Taser X26P (CEW). To apply a drive- stun with the **Taser 7 (CEW)**, place the safety in the up (ARMED) position and

press the “ARC” switch, just as you would to employ a Warning ARC display. Use the “ARC” switch instead of the trigger to activate the CEW for a drive-stun. When you use the ARC switch, energy will spark across all the electrodes or ARC deflector metalized labels without deploying the cartridges. To apply a drive-stun with the **Taser X26P (CEW)**, remove the cartridge and pull the trigger, so the energy sparks across the electrodes. Or, after the cartridge has been deployed, place the taser with deployed cartridge to the individuals’ body, in a location separate from where the probes that did make contact, to complete the circuit. A drive-stun is the least effective method of deployment and is pain compliance only. A drive-stun does not achieve Neuro-Muscular Incapacitation.

- **Air Cartridge Deployment-** Using compressed nitrogen to project two probes (darts) at the subject. An electrical signal is then sent to the probes, via small insulated wires, which disrupt the body’s ability to communicate messages from the brain to the muscles and causes motor skill dysfunction.
- **Lead Taser (CEW) Coordinator-** A member of the Rome Police Department will be responsible for the accountability of equipment, certifications and training. The Lead TASER (CEW) Coordinator shall be appointed by the Chief of Police.
- **Taser Instructor-** Members qualified by Taser International to certify users of the Taser (CEW).
- **Taser (CEW) Operator-** Members who have successfully completed the training prescribed by Taser International and the Rome Police Department.
- **Neuro-Muscular Incapacitation (NMI)-** systems override the central nervous systems and take direct control of the skeletal muscles. The Taser CEW is a Neuro-Muscular Incapacitation system and affects the sensory, motor, and nervous systems.
- **Probe Delivery-** The firing of probes attached to electrical wires from a Taser (CEW) device into a subject for the purpose of NMI. This type of delivery delivers the most desired effect.
- **Spark Test-** A demonstration of the Taser (CEW) device to ensure the device is in working condition.
- **Spark Display-** A non-contact demonstration of the (CEW) to convince a subject to voluntarily comply with a lawful order prior to

force options. Spark display technique will only be utilized when proper justification exists.

- **Taser Deployment-** The intentional firing of the Taser (CEW) utilizing probe delivery or in the drive stun mode making direct contact with a person. The purpose of the deployment is to gain compliance of the subject through NMI or pain compliance.
- **Objectively Reasonable-** An objective standard used to judge an officer's actions. Under this standard, a particular application of force must be judged through the perspective of a reasonable officer facing the same set of circumstances without the benefit of 20/20 hindsight, and be based on the totality of the facts that are known to that officer at the time that the force was used.

2. Information about the Taser CEW:

- A. The Taser CEW is a less-than-lethal conducted energy weapon that uses nitrogen propelled wires to conduct energy at 26 watts and 50,000 volts target, thereby controlling and overriding the sensory, motor, and nervous systems.
- B. Aspects:
 1. The human nervous system communicates by means of simple electrical impulses. The Taser (CEW) sends out short duration, high voltage electrical waves that overpower the normal electrical signals within the nerve fibers, causing Neuro-Muscular Disruption.
 2. The Taser 7 (CEW) and X26P (CEW) is designed to restrain violent individuals, where alternative restraint tactics have been or are reasonably likely to fail and/or where it would be unsafe for officers to approach a subject to apply restraints.

3. Procedures:

- A. Training:
 1. Only officers who have successfully completed the Rome Police Department's approved course of instruction on the use of the Taser (CEW) are authorized to use it in any situation.
 2. Officers of the Rome Police Department will receive refresher training in the use of the Taser (CEW) on an annual basis or in accordance with the manufacturer's recommendations. User certification is valid for one year (re-certification is required

once every year). Instructor certification is valid for two years (recertification is required once every two years Conducted by a Master Taser Instructor).

B. General: (To include both Taser 7 and Taser X26P CEW as notated)

3. The Patrol Commander/Patrol Supervisor or his designee shall issue the Patrol Taser (CEW) during his/her shift to authorized/certified Officers.
4. If not individually issued, officers shall document the Taser (CEW) serial number/Taser number on the daily sign out sheet kept in the lineup room.
5. **Taser 7 (CEW)** utilizes Close Quarters (black) and Stand-Off cartridges (grey). Officers will carry one Close Quarters (black) cartridge loaded into their **Taser 7 (CEW)** to be ready for deployment in bay #1. One Stand-Off (grey) cartridge loaded into their **Taser 7 (CEW)** to be ready for deployment in bay #2. The user can switch the Close Quarter Cartridge and the Standoff Cartridge bays should the situation call for it.
6. Each **Taser X26P (CEW)** shall be equipped with two air cartridges at all times. One cartridge will be loaded in the CEW and ready for deployment and one cartridge in reserve stored in the base of the Extended Performance Power Magazine (XPPM).
7. A supply of reserve cartridges for both the Taser 7 (CEW) and Taser X26P (CEW) will be maintained in the Rome Police Department Armory.

4. Care and Maintenance

- A.** The Taser (CEW) shall be pointed in a safe direction, in accordance with department and Taser International training, in the high ready position with the safety on during loading and unloading. During an operational deployment the Taser (CEW) will be pointed in a safe direction in the ready position for deployment.
- B.** Prior to operational deployment, officers shall ensure the proper functioning of the unit to include visual inspection of the battery capacity, readout display, and conduct a spark test. (Other than for operational purposes, spark tests will be conducted outside of

general public view) The officer will conduct a spark test in a safe area at the beginning of their shift and do the following:

1. The probe cartridge for the **Taser X26P (CEW)** will not be placed into a clothing pocket or other area where static electricity could potentially cause an unintentional discharge of the probes.
 2. Conduct a functionality test (spark test) while pointing the Taser (CEW) in the Taser testing chamber located in a designated area. The user will complete a full five second cycle while checking for spark and checking the battery life. The Taser will be pointed in a safe direction for the test.
- C.** **Taser 7 (CEW)** batteries are rechargeable. Every 15 days, or after a **Taser 7 (CEW)** deployment, the officer must dock their battery in the battery charging dock and replace it with a battery that is fully charged and downloaded- this will be indicated by a steady green light displaying on the top of the battery in the charging dock.
- D.** Officers shall avoid exposing the Taser (CEW) device to extended exposures to rain and/or moisture as this may permanently damage the device.
- E.** Officers will immediately report to a supervisor; any malfunctions or defects and the Taser will be taken out of service. This notification will be forwarded to a Taser Instructor describing the malfunction or defect so that this problem can be remedied.
- F.** No alterations or modifications shall be made to the Taser (CEW) and all repairs will be conducted by an authorized vendor.
- G.** Any discharge, other than a spark test, either intentionally or unintentionally shall be reported immediately to a supervisor. The reporting process will be consistent with Rome Police Department Policy & Procedure.
- H.** Taser Instructors are responsible for the care and maintenance of all Tasers (CEW). They are further responsible for the replacement of cartridges and tracking the issuances of the devices and cartridges on the Rome Police Department Inventory list.
- I.** A Taser (CEW) will only be assigned to qualified Taser operators. Their Taser (CEW) will be secured on their duty belt while on duty at all times.

5. Usage and Handling

- A.** The Taser (CEW) shall be carried on the officer's duty belt in an approved Taser holster. The holster will be positioned on the side of the body opposite of the Officer's issued firearm (cross draw). The cartridge carrier, if agency equips, will be carried attached the TASER (CEW) holster.
- B.** The Taser (CEW) shall be carried fully armed with the safety on in preparation for immediate use when authorized.
- C.** The Taser (CEW) may be used when other less-than-lethal force options have been ineffective or when it reasonably appears those options will be ineffective in subduing the subject.
- D.** Examples of situations in which the Taser (CEW) may be used include, but are not limited to the following:
 - 1.** Dealing with the mentally ill subject who is perceived to be violent.
 - 2.** Armed Subjects.
 - 3.** Warrant service where the subject is perceived to be violent.
 - 4.** Violent Persons under the influence of drugs and or alcohol.
 - 5.** Persons expressing the intent or having the means to commit suicide.
 - 6.** When deemed a reasonable alternative to lesser force options that will likely be ineffective or greater force options that may be inappropriate given objective circumstances.
- E.** Officers are not authorized to draw or display the Taser (CEW) device other than what the officer determines, based on the totality of the circumstances, to be a justified use of force or for an authorized training purpose.
- F.** All certified trained officers will use the Taser (CEW) in accordance with established training protocols taught during the certification process before the deployment of the Taser (CEW).

- G.** In preparation for firing, the Taser (CEW) will be first pointed at the threat, the safety then taken off and the fixed sights used as the primary aiming device. The laser dots will then be used as a secondary aiming device.
- H.** Officers will target primary or secondary areas of the body consistent with Taser International and the Rome Police Department training guidelines.
- I.** When possible, attempts should be made to avoid hitting the subject in sensitive tissue areas such as the head, face, neck, groin, or female breast area. Taser users should attempt to target the area below the chest of the subject (low center mass).
- J.** When practical, officers shall give proper warning to other officers and particularly to the intended subject prior to firing the Taser (CEW).
- K.** The Taser (CEW) is a use of less lethal force options available to officers. The Taser (CEW), like the baton, OC spray and empty hand techniques may not be effective in every situation. Officers must assess the effectiveness in each application and determine whether further applications are warranted or a different tactic should be deployed. The least number of cycles necessary should be used to gain control of the subject.
- L.** The Taser (CEW) should not be used more than three (3) times on the same subject during the same incident. Three five second intervals or one 15 second interval. The use of a second (CEW) should only be used when the first malfunctions or appears to be ineffective.
- M.** The subject should be secured (cuff under power) as soon as practical while disabled by the Taser (CEW) to minimize the need for additional deployment cycles.
- N.** Taser (CEW) devices are one form of a less lethal option and decisions to deploy require the same basic justification as other less lethal options; however, when determining whether to use the Taser (CEW), the totality of the circumstances should be considered together with the following:

 - 1.** The likelihood of physical injury resulting from the deployment of the Taser (CEW) device to include, accidental probe contact to a sensitive tissue area or a secondary injury to the subject from falling post deployment.

2. Number of officers or suspects on scene.

- O. If possible, EMS should be requested before deployment. If not possible, EMS should be requested as soon as the incident is under control.
- P. Backup officers should accompany the Taser (CEW) operator and will be designated as contact and cover. When practical, at least one back-up officer present should be designated to Control/handcuff under power.
- Q. The Taser (CEW) is not a replacement for the firearm. Consider having lethal cover or other reasonable and appropriate force options available when practical for officers or third parties involved in the incident.
- R. Approved Taser (CEW) operators are authorized in removing the Taser (CEW) from their duty holster when they reasonably believe that the situation poses or may pose an immediate need for the deployment of the Taser (CEW).
- S. The optimal effective range of the **Taser 7 (CEW)** - Close Quarters (CQ) Cartridge (12 degree angle) is 2-12 feet (rule of thumb: 1 foot spread for every 4 feet of travel). Stand Off (SO) Cartridge (3.5 degree angle) is 11-25 feet. (rule of thumb: 1 foot spread for every 11 feet of travel). The optimal effective range of the **Taser X26P (CEW)** – The maximum effective range is 25 feet, with a one foot spread every 7 feet.
- T. Each Taser (CEW) cycle should be used as a “window of opportunity” to attempt to establish control or handcuff the subject while the subject is affected by the Taser cycle. The need for multiple cycles may be avoided, if contact officers are available, by controlling and handcuffing the subject while under power.
- U. As with any application of force, each Taser (CEW) cycle or deployment must be legally justified.
- V. Officers shall keep in mind that 15 seconds of CEW exposure (multiple five second cycles or continuous) has been identified as a significant safety point. CEW exposure beyond 15 seconds or 3 cycles shall require articulable justification.
- W. The **Taser 7 (CEW)** and **Taser X26P (CEW)** may also be used in drive stun mode. The probe cartridge does not need to be removed and the unit is pressed firmly onto an appropriate area such as the abdominal region, hips, or legs. Drive stuns shall only be used

when the officer feels based on the totality of the circumstances, he/she is justified. It is important to note that when the device is used without deploying the probes, it is:

1. Primarily a pain compliance tool due to lack of probe spread.
 2. Minimally effective compared to conventional cartridge-type deployments.
 3. More likely to leave marks on the subjects' skin.
 4. Subject to the same deployment (use) guidelines and restrictions as those of the Taser (CEW) in cartridge deployments.
- X.** As in all uses of force, certain individuals may be more susceptible to injury. Officers should be aware of the greater potential for injury when the Taser (CEW) is deployed against children, the elderly, persons with small stature irrespective of age, or those who the member has reason to believe are pregnant, or in obvious ill health.
- Y.** Factors that may be considered when considering use of the Taser (CEW) in deadly physical force situations with lethal cover include, but are not limited to:
1. The amount of time the officer has to react to a threat.
 2. The officer's relative proximity to the person posing the threat.
 3. The officer's ability to isolate the person posing the threat.
 4. The limitations of the Taser (CEW), and the manner in which it is being deployed.
 5. The belief that the application is likely to be successful.
- Z.** If a person is not an immediate threat or flight risk:
1. Do not immediately resort to a CEW without first attempting to use negotiation, commands, or physical skills;
 2. Avoid using a CEW on a person who is actually or perceived to be mentally ill.

3. Officers should make a greater effort to control the situation through less intrusive means.

6. The Taser (CEW) shall not be used:

- A. punitively or for the purpose of coercion.
- B. When the operator cannot, for safety or other reasons, approach the subject within the effective range of the device.
- C. In proximity of flammable liquids, gases, blasting materials or any other combustible materials that may be ignited by use of the device, including but not limited to any subject who may have been contaminated with combustible liquids.
- D. On a subject who has been **KNOWN** to be sprayed with OC.
- E. When it is reasonable to believe that incapacitation of the subject may result in serious injury or death or in situations where the subject's fall may result in serious injury or death.

7. The Taser (CEW) shall avoid being used on:

- A. Persons in control of a vehicle or machinery
- B. Women known to be pregnant
- C. People with known heart problems
- D. People with apparent debilitation illness or the elderly
- E. Children obviously under the age of 8
- F. Anyone under 50 pounds regardless of age
- G. Individuals with known neuromuscular disorders such as muscular sclerosis, muscular dystrophy, or epilepsy
- H. On a subject who is in a body of water where there is a risk of drowning.
- I. Subjects in handcuffs

8. Use of the Taser (CEW) on Animals:

- A. Using a Taser (CEW) against vicious animals may reduce the need for greater, more injurious force against such animals. Officers

should deploy a Taser (CEW) on an animal only when other conventional means to control the animal have been exhausted or may be unreasonable. The use of a Taser (CEW) on an animal should be based upon the intent to provide safer, more humane and less traumatic conclusion to the incident.

- B.** The Taser (CEW) may be deployed on an animal when:
 - 1.** A vicious animal is threatening or is attacking a citizen, or other animal and the use of other force is not reasonable or may be reckless.
 - 2.** A vicious animal has threatened or attacked a citizen, an officer, another animal or has caused a continued public nuisance and the vicious animal needs to be controlled for reason of public safety, preservation of property or other legitimate purpose; and the animal poses an active threat to officers in their efforts to perform their duty. The Taser (CEW) will be used in an effort to safely facilitate the application of more conventional animal control methods in these situations.

9. After Deployment:

- A.** Aftercare-
 - 1.** Normally, the Taser (CEW) darts may be removed from the subject once he or she has been restrained. Universal precautions shall be followed to protect the officer from the transfer of body fluids. The suspect shall be taken to an emergency care facility for removal of the dart in cases where it has penetrated sensitive tissue areas (such as the groin, female breast, face, or neck), in cases where the suspect requests such care, or when the deploying officer or supervisor determines that it is otherwise necessary.
 - 2.** Photographs of the affected area should be taken after the darts are removed. Photographs should also be taken of any injuries cause by falling to the ground.
 - 3.** If NO injuries (with the exception of the probe penetration areas), respiratory or cardiac problems are reported by the tasered subject and none are observed, the subject may be transported to the Rome Police Department (or other police department) to be processed.

4. If injuries (with the exception of the probe penetration areas), respiratory or cardiac problems are reported by the tasered subject or are observed, then emergency medical services (EMS) are to be contacted. Per the Mid State Regional Medical Advisory Committee policy all calls to EMS regarding the use of a Taser (CEW) will require EMS personnel to transport all tased subjects to an emergency department. If at the time of transport, the tased subject is not violent an appearance ticket may be issued or no arrest is to be made at that time and the subject will be located at a later time for arrest and processing. If the subject is violent assistance will be given to EMS and emergency room staff in restraining the subject. A supervisor will advise of the decision to transport.
5. When the subject who was tased is arrested, arraigned and then transported to the jail. The transporting officer must inform the jail Deputy that the prisoner was tased. This verbal notification must be documented in our arrest paperwork and the Taser Use of Force report. The Deputy's name must be documented as well as the date and time of the notification.
6. Securing for evidence:
 - a. The air cartridge(s) and probes shall be placed into evidence. Since the probes will have been exposed to blood the officer should be aware of the biohazard and should wear latex gloves when handling the probes.
 - b. The wires shall be wound around the cartridge.
 - c. The probes shall be inverted into the portals that they were fired from this will prevent the sharp ends from penetrating the evidence bag), and the portals shall be covered with evidence tape and a plastic cartridge cover.
 - d. Place the evidence into an evidence bag for submission and clearly marked biohazard.
 - e. The battery of the **Taser 7 (CEW)** involved shall be removed after deployment and placed in the charging dock to facilitate the uploading of data. The Taser

(CEW) will be taken out of service and placed in a secure location.

7. Anti-Felon Identification (AFID) Taser X26P (CEW)-

Every time an air cartridge is fired it disperses 20-30 small identification tags called AFIDs. These tags are printed with the serial number of the cartridge and can be used to determine who fired the cartridge. At least two AFIDs will be placed inside the evidence bag along with the air cartridge. In the event that AFID's cannot be located, this will be documented in the officers report. The number from the AFIDs shall be logged on the Incident Report as well as the Use of Force Report.

8. Downloading ECD information Taser X26P (CEW)-

After the deployment/use of the Taser X26P CEW the CEW will be removed and secured in the Watch Commander's office. At the earliest convenience, the CEW shall be turned over to a Taser Administrator or his/her designee for the downloading of information from the CEW. The Taser Administrator or her/her designee will retain all records and download information.

10. Reporting:

- A.** Use of the Taser (CEW) is considered a use of force and is subject to the same reporting documentation as is required by the Rome Police Department for other uses of force. The Officer deploying the Taser (CEW) shall indicate in the report, in addition to other requested information, the serial number of the Taser unit used, the distance from the subject from which the (CEW) was fired, locations of impact on the subject, and an evaluation of effectiveness of the device.
- B.** Following an operational Taser (CEW) deployment, the supervisor will ensure proper procedures are followed. A TASER Instructor will receive a copy of the use of force report and other necessary paperwork.

11. Maintenance:

- A.** Testing and maintenance of the Taser (CEW) shall be consistent with manufacturer's specifications.
- B.** After each field discharge the Taser Administrator shall inspect the Taser (CEW) to determine whether maintenance is necessary, and if needed, perform said functions.
- C.** Air Cartridges should be stored in a cool, dry environment and should normally be replaced after five years.
- D.** CEW's should not be left in direct sunlight due to the possible adverse effects on plastic parts.
- E.** The Rome Police Department Taser Administrator or his/her designee shall develop a testing and maintenance schedule for all agency CEW's and their component parts.