

	ROSENBERG POLICE DEPARTMENT	
	General Order 7.23 K-9 Operations	
	Effective Date: 1-9-2014	Replaces: N/A
	Approved:  Chief of Police	
	Reference: N/A	

I. POLICY

It is the policy of the Rosenberg Police Department to provide trained police K-9 Teams to further assist in the prevention and detection of crime, locating persons sought by police, the promotion of a favorable public image of the Department and to ensure the greatest degree of safety to the citizens within the City of Rosenberg.

II. PURPOSE

The purpose of this directive is to establish procedures and guidelines for K-9 handlers and to facilitate the efficient interaction of the Rosenberg Police Department K-9 Teams. As well as assist in the prevention and detection of criminal activity. The K-9 Unit also is used for tracking and scouting (air and ground scent) of persons sought by the police and building searches, as an investigative aid to the officer requesting K-9 services, and any other duties as may be directed by the Patrol Division Supervisor. The guidelines listed in this order are designed to establish a standard for the use of the K-9 Unit.

III. DEFINITIONS

K-9: A certified working police dog.

Single-Purpose K-9: A K-9 certified in detecting trained narcotic odors.

Dual-Purpose K-9: A K-9 certified to detect trained narcotic odors, track fresh human scent, crushed vegetation, and disturbed ground, provided conditions are suitable. A K-9 trained in advanced off leash obedience, agility, building search, area search, handler protection and criminal apprehension.

K-9 Handler: An officer, selected by the Chief of Police, who is trained and qualified to care for and use a K-9 in the line of duty.

K-9 Unit: A departmental K-9 Unit shall consist of a trained K-9 Handler and his/her assigned K-9.

K-9 Decoy-An officer, selected by the Chief of Police, who is trained and qualified to provide assistance to the K-9 handler in a training capacity.

K-9 Supervisor: The Rosenberg Police K-9 Units are supervised by the K-9 Supervisor

Crowd Control: Any situation requiring the control, movement, or dispersal of a large group of people in attempt to maintain order and peace.

Exigent Circumstances: An emergency or unforeseen occurrence or combination of circumstances, which requires an officer to act immediately. For example, exigent circumstances may exist if, a wanted suspect may escape, bodily injury or death may occur, evidence will be lost or destroyed, and/or serious damage to property, real or personal, may occur.

Grave Circumstances: A serious or dangerous condition that could pose a significant threat to the community.

Public Appearances: Any situation where the public or private sector organizations have requested members of the K-9 Unit to educate people about the unit and/or the department. (i.e. schools, churches, businesses, etc.)

IV. UNIT STRUCTURE

A. The K-9 Team currently consists of a K-9 Handler and assigned K-9. Currently there is one K-9 Unit Supervisor designated by the Chief of Police, to assure a consistent operation. The K-9 Unit Supervisor functions as the training coordinator for the K-9 Units. The K-9 Unit Supervisor oversees the program for scheduling of the K-9 Units and overall operations for patrol and training.

B. The total number of K-9 Units is determined by the Chief of Police and is based upon the needs of the department.

V. PROCEDURES

The use of K-9s is a legitimate tool for law enforcement purposes. Although their greatest value lies in the deterring effect of their presence, the use of the K-9 in making or maintaining an arrest is authorized when circumstances justify such use. In this connection, departmental members must keep in mind that the use of the K-9 constitutes the use of force or an implied threat of force. For this reason, it is imperative that the K-9 Handler is fully cognizant of all facts and circumstances surrounding the situation for which the K-9 is to be used.

VI. K-9 DEPLOYMENT

A. K-9s shall be used at the discretion of the handler, using sound judgment and with the primary focus being the safety of the public.

Note: The handler after analyzing all the information shall have final discretion on whether to deploy the K-9 assigned to him / her at the scene. The handler is the only one qualified to determine if the K-9 is useful in the situation. The handler may choose not to deploy the K-9 when the situation exceeds the limitations of the K-9 or places the K-9 Team in unnecessary danger.

B. Situations which may call for the use of a K-9 Unit includes, but is not limited to the following:

1. Respond to burglary-in-progress calls;
2. Respond to robbery-in-progress calls;
3. Respond to all pursuits (patrol and / or tracking K-9s);
4. Respond to criminal trespass-in-progress calls;
5. Major disturbance or assault-in-progress calls;
6. Prowler calls;
7. Calls where the presence of a K-9 may deter an attack on a police officer
 - a. Protect officers or others from death or serious bodily injury.
 - b. Serving warrants on persons that are dangerous or known to run.
8. Respond to alarm calls where entry is suspected;
9. Burglaries where the suspect(s) is in or near the location;
10. Assist with the execution of a search warrant; Vice/ Narcotics calls as necessary;
11. Conduct Area searches to locate suspects or lost or missing persons;
12. Detection of hidden instruments or evidence of a crime;
13. Establish probable cause for a search warrant
14. Assist in the arrest or prevent the escape of serious or violent offenders;
15. Public Appearances / Educational and Informational Programs; and
16. Special tactical operations as approved by the Patrol Lieutenant or his / her designee.

C. On-Duty Requests of K-9 Unit

1. Department personnel are encouraged to request assistance of a K-9 Team as the need arises. A request for the use of the K-9 Unit may be made by any officer at the scene of an incident within the city, or having originated within the city. The request must be approved by the On-Duty Supervisor.
2. Arrests made or evidence located by K-9 assistance shall be deemed to have been accomplished by the requesting officer. In those instances, when a K-9 responds as a backup unit, the handler shall be responsible for completing a supplemental report when

action is taken with the K-9. The supplemental report shall be completed the day of the incident along with a completed deployment record.

D. Off-Duty Requests of K-9 Unit (on-call status)

1. Requests of the K-9 Team shall come under the approval of an on-duty supervisor when it requires the K-9 Team be called in off-duty.
2. The K-9 Handler will advise the requesting supervisor if the request for K-9 assistance is tactically unfeasible, or is beyond limitations for which the K-9 is trained.

E. Requests to Assist Outside Agencies

1. All requests for K-9 use (on-duty or off-duty) by outside jurisdictions shall be relayed to the on-duty supervisor who will notify the Patrol Lieutenant.
 - A. The on-duty supervisor has the authority to consider the request and either approve or deny based upon the needs of the Department without notifying the Patrol Lieutenant.
 - B. If the request is approved, dispatch should generate a call slip for "Assist Other Agency" and notify the handler of the request and any special considerations or directions of the deployment request. Dispatch should contact the requesting agency and relay the approximate arrival time for the K-9 Team.
 - C. Upon arrival at the scene, the K-9 Team shall contact the incident commander for a briefing.
2. In the event the handler is contacted directly by a representative of the agency requesting assistance while off-duty, it is the handler's responsibility to notify the on-duty supervisor and the Patrol Lieutenant directly.

VII. K-9 DEPLOYMENT GUIDELINES

K-9s can track fresh human scent, crushed vegetation, and disturbed ground, provided conditions are suitable. K-9 units may be used in locating lost persons, suspects, fugitives, lost or discarded items, and evidence. When searching for lost persons or suspects, officers must keep all persons, including themselves, away from the immediate location. If the person is wanted, a perimeter should be established to prevent the suspect from escaping. If the person is lost, a determination of the last known location of that person should be made from all available information. When searching for articles, a predetermined search area should be established. Searches of crime scenes should be made as soon as possible. Every effort should be made to keep the contamination of the area to be searched to a minimum. In the event of a lost child, the search shall be conducted in an on-leash mode.

A. Tracking/Open Area Searches

The sooner the dog arrives at the scene, the better a chance at a successful track. The officers requesting the K-9 Unit should determine the direction of travel or where the person was last seen and keep all persons, including themselves, away from the immediate location. The handler shall be accompanied with a cover officer during all tracks or open area searches. It is vital the cover officer communicates with the handler and is given detailed instructions to prevent an accident from occurring.

B. Building Searches

When officers discover a burglary, or find an open or unlocked door or window, and there is reason to believe an intruder may be in the building, the search can best be accomplished with a K-9 Unit. A K-9 may not be used in a building search when the requesting officer or handler has prior knowledge that the suspect(s) are probably juvenile(s). In such cases, controlled, directed searches will be permitted.

C. Crowd Control

The K-9 Unit will not be used for crowd control or deterrent effect at peaceful demonstrations or public gatherings. K-9s are not used for juvenile disturbance calls unless exigent circumstances exist.

D. Demonstrations

K-9 demonstrations for private groups and organizations may be made upon approval of the Patrol Lieutenant and K-9 Supervisor.

E. Narcotics Detection

Inspections or searches for specific narcotic odors, provided the area has remained relatively free of contamination and K-9 distractions are removed from the area.

F. Deployment Notification

K-9 Handler shall notify the Patrol Lieutenant and K-9 Supervisor on all deployments via e-mail, including the following:

1. Incident number
2. Date/time
3. Location
4. Nature of call
5. Reason for deployment
6. Result of deployment

VIII. PATROL OFFICER GUIDELINES DURING K-9 DEPLOYMENT

Patrol Officers, who are present at a scene where the K-9 unit is deployed, or will be deployed, shall be governed by the following:

1. If the K-9 Unit is to make an open field or building search, officers at the scene shall: contain the area to the extent possible to prevent the

escape of the suspect(s) and maintain their perimeter of security until notified that the search is concluded.

2. When a search is in progress, officers shall refrain from unnecessary conversation and shall not enter the search area unless instructed by the K-9 Handler or Supervisor.

3. If an officer is requested to accompany the K-9 unit during a field or building search, he/she shall take a position to the rear of the K-9 Handler and carefully follow all instructions given by the K-9 Handler.

4. Once the dog has been unleashed by the K-9 Handler, other officers shall not attempt to take a person into custody until the K-9 has been called off and contained by the K-9 Handler.

5. If an officer comes between a fleeing suspect and the K-9, he/she should stand as still as possible and make no overt movements.

6. In cases where a suspect has been flushed out of an area prior to the arrival of the K-9 unit, the K-9 unit will check the area first to ascertain if a scent trail can be picked up to track the suspect.

A. When checking an enclosed area with a K-9, The K-9 Handler shall announce the presence of the K-9 three times before entry. This announcement may be made periodically during the search of the area, depending on the area size. Officers shall wait a reasonable time after each announcement to allow a suspect or suspects to surrender.

B. The following are general rules of behavior when in the presence of the K-9 Unit:

1. Officers should not stand between the K-9 and its handler.
2. If a K-9 approaches an officer, an officer should not make any sudden moves. The officer should stand still to avoid being mistaken for the subject of the search.
3. Officers should never agitate the K-9, as the animal may misinterpret such conduct which could cause it to become aggressive.
4. Officers should be alert to apprehend any person who intentionally hurts or attempts to hurt the K-9 or interfere with the legal duties of the K-9 Unit.
5. Officers shall not direct any command to the K-9 unless instructed to do so by its handler.
6. Officers shall not enter a vehicle occupied by the K-9 unless requested to do so by its handler.
7. Officers shall not bring another dog, or animal, around the K-9 without permission of its handler.

8. Officers shall not engage in simulated violent behavior with the K-9 Handler when the dog is present unless instructed to do so by the handler during a training exercise.
9. Officers shall not attempt to touch, handle, pet, or feed the K-9 without its handler's permission.
10. Officers shall not upholster side arms or check handcuffs in the presence of a K-9, except in emergencies, or with the approval of the handler.

IX. GENERAL INFORMATION

All dogs will be the property of the Rosenberg Police Department and shall not be utilized outside the City of Rosenberg to perform any assignment, which is not consistent with this policy. Individually owned dogs will not be permitted to perform K-9 services. An approved police K-9 training program instructor must certify all dogs. Only dogs of acceptable age, size, temperament, breed and physical condition will be allowed in the program. Department-owned dogs will not be bred or be used for breeding. Only department-owned equipment will be used in handling and care of the police K-9s. Equipment will be requisitioned and purchased through normal department channels.

X. SELECTION OF HANDLERS

K-9 Handlers will be selected from department personnel. All K-9 Handlers will be assigned to the Patrol Division and the selection will be made by the Chief of Police, Division Commander and K-9 Supervisor based on oral interviews, supervisor input, and performance evaluations. Officers accepting Assignments as K-9 Handlers must clearly understand that they are willingly giving up opportunities for transfer and promotion for a minimum of two years after selection into the program.

- A. To be eligible for appointment to the K-9 Unit as a handler, an officer must have:
 1. A high job proficiency as an officer
 2. Receptive to constructive criticism
 3. Strong interest and commitment to the program
 4. Successful or exceptional performance evaluations on a consistent basis
 5. Recommendations from the applicant's immediate supervisor
 6. Must pass the physical fitness assessment with at least a 70% proficiency score.
 7. Two years Law Enforcement experience or previous applicable experience directly related to the goals and purpose of the K-9 Unit.
 8. Should not exhibit a pattern of sick time abuse;
 9. Have a low incidence of sustained citizen complaints
 10. Demonstrate the ability to work proactively and with minimal supervision
 11. Able to work any shift assignment
 12. Have the facilities to accommodate a medium to large sized canine and all related equipment at his/her residence
 13. Able to spend off-duty hours caring for the K-9

14. Able to work in an on-call capacity and live within 30 minutes of the department.

XI. QUALIFICATIONS AND TRAINING

The handler and its assigned K-9 Unit are required to be certified annually in narcotics detection and patrol work by a Certifying Official with National Narcotic Detector Dog Association (NNDDA) and an accredited police canine organization approved by the Chief of Police. The officer in charge of the K-9 will obtain a minimum of 40 hours of K-9 Officer Training every two years. If a K-9 team fails to re-certify with through these mentioned organizations annually, the team will not be deployed in the field until such certification is achieved. A report of this should be generated, investigated and filed with the Patrol Division Commander.

XII. EQUIPMENT REQUIRED

Equipment kept in or on the vehicles includes:

- A. Appropriate and safe K-9 kennel
- B. Remote-controlled automatic opener for kennel door
- C. Auxiliary interior fan for kennel area
- D. K-9 first aid and initial trauma kit
- E. K-9 water container
- F. Multiple length leashes and multi-purpose collars
- G. Harness and muzzle
- H. Supplemental K-9 Unit tracking/area searches, building search, and narcotics search equipment and supplies
- I. K-9 ballistic vest

Unless there is an emergency, the only persons authorized to operate the K-9 vehicles are:

- A. K-9 Handlers
- B. The Patrol Division Commander
- C. Person performing scheduled maintenance
- D. Rosenberg Police Officer ranked sergeant or above, when deemed necessary

XIII. CARE AND MAINTENANCE

All K-9s shall be housed at their handler's home and in such a manner as to assure both security and health standards. The department will provide a satisfactory kennel at the handler's home. The K-9 Handler is required to record and maintain the health records of the animal being cared for. As per state law and city ordinance, the animal will be vaccinated against rabies once a year and obtain a City of Rosenberg pet license tag. The K-9 handler is required to maintain a current rabies vaccination tag and city pet license on the animal when the handler is on duty. The K-9 Supervisor shall be notified on all visits to the veterinary clinic and the appropriate medical documentation is to be provided to the K-9 Supervisor. The K-9 Handler shall

immediately notify the canine supervisor of any changes that would affect the care and housing conditions of their assigned K-9. Where the handler is unable to perform these and related duties due to illness, injury, or leave, another K-9 handler may be assigned to temporarily care for the K-9.

The safety of the general public is paramount, and therefore the handler has the ultimate responsibility to ensure the assigned K-9 is under control at all times. The K-9 shall not be allowed to roam off leash, exercise, or play in public areas until the handler has taken reasonable steps to ensure innocent bystanders are not endangered.

XIV. COMPENSATION

A. K-9 Handlers are granted three and one-half hours per week for care, grooming and feeding of the K-9. Compensation will be given to the K-9 Handler in the form of time and one-half. K-9 Handlers are allowed four hours per week local on-duty training.

B. K-9 Handlers will be compensated at the rate of time and one-half for off-duty trips to the veterinarian or for other required care of the K-9, which exceeds normal daily care.

XV. INCIDENT REPORTING REQUIREMENTS

K-9 Bite Procedure

Note: the following guidelines shall be followed when a police K-9 bites a citizen, an employee, or the K-9 Handler.

- A. Immediately call for EMS and notify the on-duty supervisor to respond to the scene.
- B. Any person bitten by a police K-9 shall receive medical treatment for the bite, no matter how minor.
- C. Photographs of the bite or area of the alleged bite shall be taken by the on-duty supervisor and K-9 Handler.
 - 1. If the subject refuses any photographs, the refusal shall be documented via audio/video recording.
 - 2. If the bitten subject is transported for medical purposes, an officer shall accompany the subject.
 - 3. All audio/visual recordings and photographs shall be uploaded into evidence.
 - 4. Use of Force/ Custodial Bites- Persons injured by K-9 in custody

- a. The person who is bitten shall receive medical treatment for the bite, no matter how minor. This can be accomplished by having the suspect transported to the nearest medical treatment facility prior to releasing him / her from custody or transporting to jail.
 - b. If the prisoner is treated and discharged from the hospital, the prisoner will be transported to the jail along with the proper documentation. (i.e. Fit-For-Jail).
- D. The incident and any injuries caused by a K-9 shall be documented by the handler.
- 1. The handler shall document in the narrative when medical attention for the person was obtained or the fact the injured non-custodial person refused medical attention.
 - 2. If the handler is the one bitten the on-duty supervisor shall complete the original offense report and any notifications required by this directive.
- E. An immediate written report to the Patrol Lieutenant is required following any injury to any individual inflicted by a K-9 whether on or off-duty, or any unordered attack.
- F. A written report detailing circumstances of any off-duty call-out will be forwarded to the Patrol Lieutenant and K-9 Supervisor.
- G. A written report of actions taken as a result of requests from other agencies and outside the city shall be forwarded to the Patrol Lieutenant and K-9 Supervisor.
- H. All officers involved in the incident which resulted in a K-9 bite shall submit the proper supplemental reports.
- I. A Use of Force report is to be completed by the handler.

XVI. TRAINING EXERCISES AND RECORD KEEPING

- A. The K-9 Handler shall communicate with Rosenberg Dispatch on location of training session.
- B. K-9 Supervisor shall be provided an outline for the training day, listing the type of training being conducted and focus for each training exercise.
- C. Handlers should not subject the K-9 to any type of exercise that could severely injure the animal.
- D. Each training record for each exercise shall be completed by handler the day of training and submitted to the K-9 Supervisor for approval.
- E. Any outside training with surrounding agencies on days not designated as a training day, shall be approved by K-9 Supervisor. The K-9 Supervisor shall be provided a training outline for this day of training.

- F. Narcotic training aids shall be available through the departments evidence room.
- G. All handler's and the assigned decoy shall NOT decoy for outside agencies at any time during apprehension exercises.
- H. It shall be the handler responsibility to maintain the proficiency training of the K-9 assigned to the handler.

XVII. SELECTION OF DECOY

K-9 Decoy will be selected from department personnel. The responsibility for the K-9 Decoy will be to assist the unit in all training and the training development of each K-9. The selected K-9 Decoy will be assigned to the Patrol Division and the selection will be made by the Chief of Police, Division Commander and K-9 Supervisor based on oral interviews, supervisor input, and performance evaluations. Once selected, the decoy is to complete a training course from an accredited decoy training facility approved by the Chief of Police.

- A. Officers interested in becoming a K-9 decoy must have the following:
 - 1. A strong interest and commitment to the program
 - 2. A high job proficiency as an officer
 - 3. Receptive to constructive criticism
 - 4. Successful or exceptional performance evaluation on consistent basis
 - 5. Recommendations from the applicant's immediate supervisor
 - 6. Must pass the physical fitness assessment with at least a 70% proficiency score.
 - 7. The officer must complete a practical completed by a selected handler to be exposed to the training and equipment

XIV. HAZARDOUS CONDITIONS

- 8. It is not possible to define all instances that a K-9 should not be deployed. Therefore, the handler shall ensure that the K-9 is not utilized in any way that could result in serious injury to the animal or themselves. The pros and cons of unusual situations shall be evaluated prior to taking any action. Situation that the handler will shall not deploy the K-9 include, but are not limited to:
 - A. Searches of residences/business attics or any attics with false floors.
 - B. Searches of structures that are on fire.
 - C. Searches in areas where the surface is covered in shards of broken glass.
 - D. Off leash searches in areas where domestic pets are known to be running free.
 - E. Instances that would call for the K-9 to swim in large bodies of water or swift water.
 - F. Deployment from moving vehicle.
 - G. Deployment across high traffic roadway; or
 - H. Searches of buildings where toxic chemicals are abundant and accessible.

XV. USE OF PATROL VEHICLE

The K-9 team will be assigned vehicles for patrol duty which have been modified to accommodate the K-9. The vehicles procured by the department for K-9 use will provide adequate space for the handler, K-9, and necessary equipment.

- A The department's K-9 vehicles have the following specifications:
1. Clearly marked as a "K-9 Unit" or low visibility marked at discretion of Police Department.
 2. Tinted window.
 3. K-9 climate control and monitoring system.
 4. Emergency lighting equipment.
 5. An enclosure to secure the K-9 in the rear section of the vehicle.
 6. Automatic door opener with remote.
 7. Large 2 tier compartment with lock for storing equipment and maintenance supplies.

- B. The handler shall be responsible for his/her assigned city vehicle, and shall ensure the vehicle is maintained in a clean and sanitary condition for the K-9.

1. The handler shall be responsible for having the scheduled vehicle maintenance performed and for maintaining the vehicle in good working order.
2. The vehicle shall be assigned to the handler as a take home vehicle.
3. In the event the assigned K-9 vehicle is temporarily placed out of service for preventative maintenance or any other mechanical problems, the handler shall not place the K-9 in a patrol vehicle that is not equipped with the proper transport kennel for the safety of the K-9. The handler shall leave the K-9 out of service during this time until a vehicle with the proper equipment is available.
4. At no time, will any other animal be allowed to ride the vehicle.

XVI. INJURED K-9 PROCEDURE

1. In case of an injury of a K-9, immediate medical attention shall be obtained and the handler shall notify the on-duty supervisor and the K-9 Supervisor.
2. The handler shall update the K-9 Supervisor on the status of the K-9.

XVIII. INJURED HANDLER PROCEDURE

The Following guidelines shall be used when a K-9 Handler becomes incapacitated and the Police K-9 is not contained:

1. Officer shall follow the directions of the handler if he/she remains conscious.

2. Officers shall attempt to contact another K-9 Handler and / or the K-9 Supervisor to respond to the scene and take custody of the K-9.
 - A. In the event a handler or K-9 Supervisor is unavailable, another agency with K-9 personnel may be contacted for assistance.
3. If the handler loses consciousness, officers and the on-duty supervisor shall consider the following:
 - A. If possible, wait for the arrival of another K-9 Handler or K-9 Supervisor.
 - B. Avoid direct eye contact with the K-9.
 - C. Attempt not to excite the K-9 with loud noises or making sudden movements.
 - D. Do NOT approach the handler unless it's necessary, as the K-9 may be protective of the handler.
4. It is recommended that personnel who have experience as a K-9 Handler or have previously trained with the K-9 Unit implement the following procedure.
 - A. Attempt to contain the K-9 in a K-9 vehicle or a patrol vehicle equipped with a cage. Officers may have to use protective clothing (bite suit) or bite sleeve located in the trunk of the handler's vehicle and lure the K-9 by using sound and gestures to attract the K-9 into engaging the protective clothing. The K-9 may be dragged into the vehicle and protective sleeve released to secure the K-9 in the vehicle.

XIX. RETIREMENT OF K-9

- A. The K-9 may be removed from service upon the recommendation of the K-9 Supervisor and/ or a qualified veterinarian. The retirement of the canine is subject to approval by the K-9 Supervisor, Patrol Lieutenant, and Chief of Police or his/her designee. If the Handler decides to adopt the K-9, the handler will assume responsibility for all medical costs and costs of care for the lifetime of the K-9. If handler refuses possession of the K-9, placement will be determined by Patrol Lieutenant with approval by the Chief of Police.
- B. Removal from service includes all reasons for the K-9 no longer being able to perform the duties of the K-9 Unit. Reasons which may be considered under removal from service include, but are not limited to:
 1. Injury or illness of the K-9
 2. Retirement of the K-9

XX. REASSIGNMENT OF THE K-9

- A.** The Chief of Police maintains the right to reassign the city-owned K-9 to another officer/ handler with the recommendation of the Patrol Lieutenant and K-9 Supervisor to the needs of the Department at any time.

XXI. DURATION OF ASSIGNMENT

K-9 assignments are open ended. Tenure depends on performance. An officer may be removed from the unit if it determined such action is in the best interest of the officer, the K-9 Unit, or the Department. Reason for removal include but are not limited to:

- A.** Improper conduct
- B.** Improper deployments or use of K-9
- C.** Lack of proficiency as a handler
- D.** Lack of proactivity
- E.** Failure to properly care for the K-9
- F.** Failure to properly care for the equipment and assigned vehicle
- G.** Establishes a pattern of abusing sick time
- H.** Does not maintain required training hours
- I.** Failure to properly document all deployment and or training records