

<b>YORK-POQUOSON SHERIFF'S OFFICE</b>	<b>GENERAL ORDERS</b>
<b>SUBJECT: Canine (K9)</b>	<b>NUMBER: GO 2-60</b>
<b>EFFECTIVE DATE: January 23, 2019</b>	<b>REVIEW DATE:</b>
<b>AMENDS/SUPERSEDES New Policy</b>	<b>APPROVED:</b> _____  Sheriff
<b>VLEPSC STANDARDS: OPR.01.09, OPR.01.12</b>	

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18

19 **POLICY**

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21 It is the policy of the Sheriff to utilize patrol and or specialty canines as a valuable supplement to sheriff's

22 office resources, due to their superior senses of smell and hearing and their physical capabilities.

23 However, utilization of canines requires adherence to procedures that properly control their use-of-force

24 potential and channel their specialized capabilities into legally acceptable crime prevention and control

25 activities.

26

27 **PURPOSE**

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29 The purpose of this policy is to provide guidelines for the management and deployment of patrol canines.

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31 **DEFINITIONS**

- 32
- 33     • Canine Team
- 34         ○ A deputy/handler and his/her assigned sheriff's Office canine.
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- 36     • Canine Apprehension
- 37         ○ Gaining control and custody of a suspect that is the direct result or clearly due to the deployment
- 38             of a canine.
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- 40
- Canine Deployment
    - Use of a canine for the purpose of finding, apprehending containing or controlling a suspect.
      - The mere presence of a canine at a crime or incident scene does not constitute deployment.
    - Use of a canine for the purpose of finding illegal narcotics.
    - Use of a canine for the purpose of finding firearms, ammunition or explosive materials.
    - Use of a canine for the purpose of finding lost, missing or endangered individuals.
  - Contact
    - In the context of this policy, the location of a suspect by a canine, biting or barking at a suspect for the purpose of apprehension, or the presence of a canine in close proximity to a suspect sufficient to effect compliance.

## PROCEDURES

- 53
- Canine Selection
    - The Sheriff or his designee shall bear sole responsibility for the acquisition, screening and selection of sheriff's office canines.
    - The selection may be based on the following criteria:
      - Canine purpose.
        - ❖ Patrol.
        - ❖ Narcotics.
        - ❖ Explosives.
        - ❖ Tracking.
        - ❖ Cadaver.
        - ❖ Multi-purpose.
      - Canine breed.
      - Recommendations from recognized canine training schools, professional canine associations or certified canine handlers.
  - Canine Handler Selection
    - The Sheriff or his designee shall be responsible for the selection of canine handlers in accordance with established departmental procedures.
    - Candidates for the position of canine handler must have:
      - Satisfactory patrol experience with satisfactory work performance.
      - A willingness to remain with the program for an extended period of time as determined by the Sheriff or his designee.
      - A willingness and ability, together with other family members, to house at the deputy's residence in a safe and secure manner and with adequate provisions and facilities to properly care for the health and well-being of the canine in accordance with sheriff's office requirements.
      - The ability to perform essential job-related functions related to fitness and agility.
      - Complete a prescribed canine handler's course and successfully meet all course requirements.
      - Sheriff's Office canine handlers shall become members, at the Sheriff's Office expense, of a Police Working Dog Association, such as the Virginia Police Working Dog Association or The North American Police Working Dog Association or similar association, capable of providing a nationally recognized certification for the canine and handler, as approved by the Sheriff or his designee.

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- Canine Team Qualifications and Training
    - Canines and canine handlers shall be required to attend and successfully complete a prescribed training program where the trainers are certified through a Police Working Dog Association where upon completion the canine and handler are certified through the said association.
    - Canine handlers are required to demonstrate certain specified skills and abilities to the Sheriff or his designee on a periodic basis as prescribed in sheriff's office policy.
    - All sheriffs' office canines must meet established certification requirements.
    - Untrained canines shall not be used for canine duty.
    - York-Poquoson Sheriff's Office canine teams shall remain certified and by a Police Working Dog Association , approved by the Sheriff or his designee, and capable of providing certification in the following based on the canine's training:
      - Police Working Dog Certification in the following areas:
        - ❖ Obedience Control.
        - ❖ Article Search
        - ❖ Area Search.
        - ❖ Tracking or Trailing.
        - ❖ Building Search.
        - ❖ Aggression Control.
        - ❖ Narcotics Detection.
    - Failure of the canine team to certify in any of the above areas shall preclude the canine team from deploying or performing, other than in training, the functions failed, until re-certification in those areas is obtained.
    - It is the duty of the Patrol Division Commander to ensure that basic and in service training and certification is conducted on a regular basis.
    - The canine handler shall maintain records that document the use and proficiency of individual canines in drug detection. This documentation shall be readily available to those who may need it when seeking warrants.
    - Each canine team shall maintain, and provide to the sheriff's office training coordinator, records of a current "handler's log" that contains information on training, certifications, awards, bite use of force reports, veterinary records and other information designated by the Sheriff or his designee.
  - Canine Care
    - Sheriff's office canines shall not be used for breeding, participation in shows, field trials, exhibitions, or other demonstrations or off-duty employment unless authorized by the sheriff or his designee.
    - The Sheriff's Office shall provide the following:
      - Provisions for food as recommended by the Sheriff's Office veterinarian.
      - Pay for or reimburse the cost of required medical treatment, veterinary visits for the canine.
      - Required equipment needed for the canine for duty and training.
    - Canine handlers shall maintain their canines both on and off duty in a safe and controlled manner.
    - When a handler is not able to provide housing for his or her canine at home, suitable kennel housing will be provided subject to periodic inspections.
    - Canine handlers are personally responsible for the daily care and overall welfare of their animal to include:

- 141           ▪ Maintenance and cleaning of the kennel and yard area where the canine is housed;
- 142           ▪ Feeding, watering, and general diet maintenance as prescribed by the sheriff's office
- 143           authorized veterinarian;
- 144           ▪ Grooming on a daily basis or more often as required by weather, working conditions, or
- 145           other factors;
- 146           ▪ Daily exercise; and
- 147           ▪ Obtaining general medical attention, at the Sheriff's Office expense, and maintenance of
- 148           health care records.
- 149
- 150           ○ Canine handlers shall immediately notify the patrol division commander of any changes that
- 151           would affect the care and housing conditions of their dogs.
- 152           ○ Where the handler is unable to perform these and related duties due to illness, injury, or
- 153           leave, another canine handler may be assigned to temporarily care for the canine.
- 154           ○ Teasing, agitating, or roughhousing with a police canine is strictly prohibited unless
- 155           performed as part of a training exercise.
- 156           ○ Handlers shall not permit anyone to pet or hug the canine without the handler's prior
- 157           permission and supervision.
- 158           ○ A canine handler may apply, to the Sheriff, to take possession of the dog where:
- 159           ▪ The dog is retired from duty or relieved due to injury; or
- 160           ▪ The handler is transferred or promoted or retires and a decision is made not to retrain the
- 161           dog with another handler.
- 162
- 163           ● Canine Equipment
- 164           ○ Canine handlers will be provided with the following equipment:
- 165           ▪ Leather or nylon collar.
- 166           ▪ Leads of varying lengths.
- 167           ▪ Patrol/duty harness.
- 168           ▪ Service ID collar.
- 169           ▪ Canine body armor.
- 170           ▪ Scent detection training aids.
- 171           ▪ Patrol vehicle marked with K-9 markings and equipped with a barrier system separating
- 172           the driver's compartment from the passenger compartment.
- 173           ▪ Any other equipment deemed necessary by the canine handler and approved by the
- 174           Sheriff or his designee.
- 175
- 176           ● Canine Team Utilization
- 177           ○ Canine teams should make all reasonable attempts to remain available to respond to requests
- 178           for assistance.
- 179           ○ Canine teams should not be dispatched to routine calls for service unless other deputies are
- 180           unavailable to respond.
- 181           ○ Canine teams should not be dispatched or self-dispatch to traffic accidents unless injuries or
- 182           traffic conditions require immediate attention. Canine teams should return to service once
- 183           sufficient patrol resources are at the scene.
- 184           ○ Canine teams may not be used for secondary employment assignments unless the event is
- 185           sanctioned by the sheriff's office or the County of York that are considered extra-duty
- 186           assignments.
- 187
- 188           ● Requesting a Canine Team
- 189           ○ Canine team assistance may be requested by any deputy through their supervisor.

- 190 ○ During vehicle pursuits, when the canine team is on duty, and after considering the
- 191 circumstances of the pursuit, the on duty supervisor may direct the canine team to respond to
- 192 the pursuit to be available should the driver flee on foot.
- 193 ○ When the canine and handler are on duty, supervisory approval is not needed for the canine to
- 194 run a vehicle on a valid traffic stop; however, a motorist shall not be unduly delayed awaiting
- 195 arrival of the canine without reasonable suspicion. See [GO 2-1, Constitutional Safeguards](#).
- 196 ○ Supervisors shall forward requisite information concerning the incident without delay to the
- 197 canine handler. This may be done via the 911 Emergency Communications Center.
- 198 ○ Canine teams may be available on a 24-hour, on-call basis. Their use includes but may not be
- 199 limited to:
  - 200 ▪ Conducting building searches for alleged armed or otherwise dangerous suspects in
  - 201 hiding;
  - 202 ▪ Tracking and locating individuals believed to have committed a crime;
  - 203 ▪ Assisting in the arrest or preventing the escape of dangerous offenders;
  - 204 ▪ Protecting officers or others from death or serious injury;
  - 205 ▪ Searching for lost, missing or endangered individuals;
  - 206 ▪ Searching for narcotics;
  - 207 ▪ Engaging in assignments not listed here with the approval of the Sheriff or his designee.
- 208
- 209 ○ Where a canine deployment is justified and authorized, the tactical measures used shall be at
- 210 the discretion of the canine handler.
- 211 ○ The canine handler shall also have authority to direct on-scene personnel to assist or to take
- 212 other measures that will facilitate the canine's efficiency and effectiveness.
- 213 ○ Decisions to deploy a canine shall be based primarily upon the following factors:
  - 214 ▪ The severity of the crime;
  - 215 ▪ Whether the suspect poses an immediate threat to the safety of the officers or others; and
  - 216 ▪ Whether the suspect is actively resisting arrest or attempting to evade arrest at the time.
  - 217 ▪ Whether the lost, missing or endangered individual is believed to be on foot.
  - 218 ▪ Whether consent, a search warrant, probable cause or reasonable suspicion exists with
  - 219 exigent circumstances for narcotics searches.
- 220
- 221 ○ The deployment of a sheriff's office canine for apprehension of a suspect is a use of force that
- 222 must be consistent with this agency's use of force policy and documented accordingly. See
- 223 [GO 2-6, Use of Force](#).
- 224 ○ Sheriff's office canines should not normally be handled or given commands by anyone other
- 225 than the assigned handler.
- 226 ○ Only under emergency conditions should another individual command the canine.
- 227
- 228 ● Building Searches for Suspects
  - 229 ○ A primary use of departmental canines is for locating suspects in buildings or related
  - 230 structures.
  - 231 ○ These searches should be governed by the following:
    - 232 ▪ The building perimeter shall be secured by sheriff's office personnel.
    - 233 ▪ Whenever reasonably possible, the building's owner should be contacted to determine
    - 234 whether there may be tenants or others in the building and to ascertain the building's
    - 235 layout.
    - 236 ▪ When a canine building search is anticipated, a preliminary search by officers should not
    - 237 be conducted as this will interfere with the canine's ability to differentiate between scents.
    - 238 ▪ The on-scene supervisor or deputy shall take the following steps in preparation for the
    - 239 canine search:
      - 240 ❖ Evacuate all tenants, workers, or others from the facility.

- 241                   ❖ Request that all air conditioning, heating, or other ventilation systems be shut off so  
242                   as not to interfere with the canine's ability to detect scent.
- 243
- 244                   ▪ The handler shall determine the availability of a back-up officer for assistance. The  
245                   backup officer must be familiar with or must be briefed on his or her responsibilities, to  
246                   include in particular:
- 247                   ❖ Positioning with the team;  
248                   ❖ Coverage responsibilities;  
249                   ❖ Conducting the arrest, to include searching and handcuffing the suspect; and  
250                   ❖ Maintaining communications with perimeter personnel and EOC.
- 251
- 252                   ▪ Upon entering the building, all exits should be secured and communications limited to  
253                   that of a tactical nature.
- 254                   ▪ The canine may be unleashed during a building search unless this would create an  
255                   unreasonable risk of injury to innocent persons within the facility.
- 256                   ▪ The canine should not be used to search areas that contain substances potentially harmful  
257                   to the animal unless overriding risk to human life is present.
- 258                   ▪ Before releasing the canine, the handler or other appropriate personnel shall make a loud  
259                   announcement and repeat the announcement.
- 260                   ▪ The announcement shall include the identification of a Sheriff's office canine presence,  
261                   specific commands to the suspect and the results of non-compliance such as:  
262                   ➤ "Sheriff's Office Canine! Respond now and show yourself or I will release the dog!"
- 263
- 264                   ▪ A reasonable amount of time shall be allowed for the suspect to respond.
- 265                   ▪ This warning shall be repeated on each level of all multilevel structures or when there are  
266                   barriers present that may inhibit sound.
- 267                   ▪ The canine shall be commanded to disengage when reasonable and practical based on the  
268                   circumstances.
- 269                   ▪ Arrestees shall not be transported in the same vehicle with a sheriff's office canine  
270                   unless, with the on duty supervisor's approval, alternative transportation is not available  
271                   and immediate transport is essential for safety or security reasons.
- 272
- 273                   ○ The canine handler shall complete, along with the "Handler's Log", a supplemental report  
274                   documenting the use of the canine and results of the search using the canine.
- 275
- 276                   ● Tracking
- 277                   ○ Where appropriately trained and certified Sheriff's office canines are available, they may be  
278                   used with supervisory approval to track missing and endangered persons or criminal suspects  
279                   or to locate evidence.
- 280                   ○ When deputies are pursuing a suspect and contact with the suspect is lost, the deputy, prior to  
281                   summoning a canine team, shall:
- 282                   ▪ Pinpoint the location where the suspect was last seen;  
283                   ▪ Shut off engines of vehicles in the area, if possible; and  
284                   ▪ Avoid vehicle or foot movements in the area where the suspect was last seen.
- 285
- 286                   ○ Canines used for tracking lost, missing, or endangered persons should remain on a leash of  
287                   sufficient length to provide a reasonable measure of safety to the subject of the search without  
288                   compromising the canine's tracking abilities.
- 289                   ○ On-scene personnel shall:
- 290                   ▪ Secure the perimeter of the area to be searched;

- 291                   ▪ Ensure the integrity of the area to be searched by keeping all personnel out of the area;  
292                   and  
293                   ▪ Protect all items of clothing that will be used for scent from being handled.  
294  
295                   ○ The canine handler shall complete, along with the “Handler’s Log”, a tracking report and  
296                   supplemental report documenting the use of the canine and results of the track using the  
297                   canine.  
298  
299                   • Narcotics Searches  
300                   ○ Where appropriately trained and certified Sheriff’s office canines are available, they may be  
301                   used to search for narcotics related evidence.  
302                   ○ Deputies summoning a Sheriff’s office canine for narcotics searches shall ensure the  
303                   following:  
304                   ▪ A valid search warrant or owner consent has been obtained; or  
305                   ▪ The request is from the York County School Division to search school property such as  
306                   school lockers; or  
307                   ▪ Probable cause, along with exigent circumstances exists prior to the canine search. See  
308                   [GO 2-1, Constitutional Safeguards](#), [GO 2-2, Search Warrants](#), [GO 2-3, Field Interview](#)  
309                   [Stop Frisk](#) and [GO 2-5, Search Incident to Arrest](#).  
310                   ➤ A search warrant or consent is not required for a narcotics detecting canine to be run  
311                   around a vehicle that is stopped; however, a motorist may not be unduly delayed  
312                   awaiting the arrival of a canine without reasonable suspicion.  
313  
314                   ○ With approval of the Sheriff or his designee Sheriff’s office canines certified in narcotics  
315                   detection may be requested by non-law enforcement agencies or businesses such as the  
316                   United States Postal Service, United Parcel Service, FedEx, etc. to search suspicious  
317                   packages, in their possession, for narcotics.  
318                   ▪ When searching packages under these circumstances, without the presence of a search  
319                   warrant, neither canine handlers nor deputies shall puncture the package or request the  
320                   party requesting the search to puncture the package prior to the search.  
321  
322                   ○ A Sheriff’s office canine may not be used for the detection of narcotics on any person unless  
323                   the canine is certified in a passive response to narcotics.  
324                   • Crowd Control  
325                   ○ Sheriff’s office canine teams, with the approval of the Sheriff or his designee, may respond as  
326                   backup when appropriate but shall not be deployed for crowd control (i.e., containment or  
327                   dispersal).  
328                   ○ Canines shall remain in patrol vehicles or other secure locations and, whenever reasonably  
329                   possible, out of the view of the crowd and secured on a lead with the handler if not in the  
330                   patrol vehicle.  
331  
332                   • Canine Bites and Injuries  
333                   ○ In this as in other cases, officers may only use that degree of force that is objectively  
334                   reasonable to apprehend or secure a suspect.  
335                   ○ Whenever a canine has bitten or scratched an individual, or is alleged to have done so,  
336                   whether or not in the line of duty, the handler shall notify the on duty supervisor and perform  
337                   the following:  
338                   ▪ The individual shall be offered medical care and treatment by a qualified medical  
339                   professional.  
340                   ▪ The on duty supervisor shall ensure color photographs of the affected area are taken.

- 341                   ▪ The canine handler shall document the use of force in the incident report associated with  
342                   the call that resulted in the use of force in accordance with [GO 2-6, Use of Force](#).  
343                   ▪ The on duty supervisor shall initiate a use of force entry in the Sheriff's office RMS  
344                   Internal Affairs Module in accordance with [GO 2-6, Use of Force](#).  
345
- 346           • Documentation
    - 347           ○ Canine handlers shall utilize issued Body Worn Cameras during all canine involved incidents  
348           in accordance with [GO 1-42, Mobile Video/Audio Recording](#).
    - 349           ○ Canine handlers shall notify their shift supervisor as soon as reasonably possible of any  
350           canine deployments which result in suspect injury, or complaint of injury resulting from  
351           canine contact.
    - 352           ○ The on-duty supervisor shall review the handler's use-of-force report.
    - 353           ○ Canine handler use of force reports, in the form of an incident report or supplement to the  
354           incident report shall include the following information:
      - 355           ▪ Date, time and location of the deployment;
      - 356           ▪ What led the officer to believe the suspect was dangerous (e.g., the crime involved,  
357           outstanding warrants, whether the suspect was armed);
      - 358           ▪ What factors established probable cause?
      - 359           ▪ Tactics that were employed;
      - 360           ▪ Names of all involved officers, supervisors, and witnesses;
      - 361           ▪ Whether the deployment was approved by a supervisor and the supervisors name if  
362           approved;
      - 363           ▪ Whether a search or deployment announcement was given and the language used;
      - 364           ▪ The number of announcements given prior to deployment;
      - 365           ▪ Time elapsed between the announcement and deployment;
      - 366           ▪ Time elapsed between deployment and suspect contact;
      - 367           ▪ Distance of the dog from the handler when contact was made;
      - 368           ▪ Duration of contact;
      - 369           ▪ Any commands given to the canine;
      - 370           ▪ Elapsed time between canine contact and officer's arrival at the scene;
      - 371           ▪ Actions taken by the officer upon arrival at the scene of contact;
      - 372           ▪ Any statements made by the suspect;
      - 373           ▪ Manner in which the canine held the suspect, so that any prior injuries are not attributed  
374           to the encounter;
      - 375           ▪ Copies of any witness statements
      - 376           ▪ Any photographs taken of injuries;
      - 377           ▪ Aid rendered in response to injuries;
      - 378           ▪ Where treatment for injuries was received and by whom;
      - 379           ▪ Any other relevant information.
    - 380           ○ The patrol supervisor shall review all documentation and gather any additional information  
381           necessary to determine whether the deployment and subsequent actions were within  
382           department policy.
    - 383           ○ At least annually, the Patrol Division Commander or his designee shall compile statistical  
384           summaries and analyses of canine deployments and uses sufficient to evaluate canine and  
385           handler performance and to identify incidents or trends that suggest the need for modification  
386           or additions to policy, procedures, or training.
  - 387           • Narcotics used for Canine Training
    - 388           ○ Issuance of narcotics
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- Narcotics for canine training may be issued by the York-Poquoson Sheriff's Office Property and Evidence Custodian, or
  - Another law enforcement agency involved in the training of York-Poquoson Sheriff's Office canine training.
    - ❖ Prior to issuing narcotics by the York-Poquoson Sheriff's Office Property and Evidence Custodian, the Custodian shall:
      - Field test the narcotics to be issued, if not previously tested, to determine they are actual narcotics.
      - Obtain from the Commonwealth's Attorney, a letter authorizing the use of the narcotics for canine training purposes.
        - ✓ Each narcotic type issued shall have a letter of authorization from the Commonwealth Attorney.
      - The Property and Evidence Custodian shall weigh the narcotics prior to issue.
        - ✓ Narcotics issued under this policy shall be issued under the original report/incident number in which the narcotics were initially received into property and evidence.
      - The Property and Evidence Custodian may exchange narcotics issued under this policy with fresher narcotics in accordance with the above provisions of this policy.
    - ❖ The Canine handler shall:
      - Sign for each package and type of narcotics received from the Property and Evidence Custodian.
      - Be responsible for the security and storage of the narcotics received.
      - Shall package narcotics received to be used for canine training in such a manner as to minimize the packaging being compromised during training.
    - ❖ Narcotics issued to York-Poquoson Sheriff's Office canine handler(s) shall be in accordance with the issuing agencies policies.
    - ❖ Narcotics issued by other Law Enforcement agencies to York-Poquoson Sheriff's Office canine handler(s) shall be handled, stored, secured and accounted for in accordance with the Storage, Security and Accountability provisions of this policy.
  - Compromised narcotics packaging
    - In the event a package if issued narcotics is compromised the canine handler shall do the following:
      - ❖ Immediately cease training with that specific compromised package of narcotics.
      - ❖ Secure the compromised package to minimize additional loss.
      - ❖ Prepare an incident report documenting the circumstances of the compromise.
      - ❖ As soon as possible return the compromised package of narcotics to the Property and Evidence Custodian.
      - ❖ Upon return of the compromised package the Property and Evidence Custodian shall weigh the returned material and document in the report the difference in issued weight and returned weight.
      - ❖ The Property and Evidence Custodian shall issue a new package of narcotics of a similar type in accordance with the provisions of this policy.
      - ❖ The Property and Evidence Custodian shall apply for the destruction of any returned narcotics used for canine training.

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- The destruction order shall be under the original report/incident number in which the narcotics were initially received into property and evidence.
  - In the event the narcotics packaging of narcotics issued by another law enforcement agency is compromised the canine handler shall:
    - ❖ Immediately cease use of the compromised narcotics.
    - ❖ Complete an incident report documenting the circumstances of the compromise.
    - ❖ As soon as possible return the compromised narcotics to the issuing agency.
  - Storage, Security and Accountability of Narcotics Issued for canine Training
    - The canine handler shall store and secure issued narcotics in either:
      - A locked container in a secure area of their issued patrol vehicle, or
      - A locked controlled access container located at the Sheriff's Office.
        - ❖ A locked container in the locked trunk or locked rear compartment of the issued patrol vehicle meets the requirements of this policy.
    - Prior to going on vacation or leave of absence in excess of 3 days all issued narcotics shall be returned to the Property and Evidence Custodian for safe keeping and re-issued upon return.
    - The Patrol Division Commander or his designee shall:
      - At a minimum monthly inspect the issued narcotics packaging and storage container and document any deficiencies.
    - The Sheriff or his designee shall:
      - Conduct a documented annual unannounced inventory of all narcotics used for canine training.