



DEPARTMENTAL
GENERAL
ORDER

C-4

Index as:

Safety Equipment

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Training Section Commander

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SAFETY EQUIPMENT

The purpose of this order is to set forth Departmental policy and procedures for the specification, acquisition, repair, maintenance, and replacement of safety equipment for Department members, reserve officers and employees.

I. GENERAL PROVISIONS

This order regulates the use of Department-issued equipment issued by the Department and authorized privately-owned equipment that may be used or substituted for certain issued equipment. These items shall be referred to as “safety equipment.” Members, reserve officers and employees shall use only safety equipment authorized for their classification when in on-duty status.

- A. Department-issued safety equipment shall be issued to authorized employees and to Police Officer Trainees before their graduation from the Basic Academy.
- B. Except for Police Officer Trainees, personnel may use Department-issued safety equipment or authorized privately-owned safety equipment.

Supervisors/Commanders shall conduct periodic inspections to ensure Department-issued and privately-owned safety equipment are in good working condition and comply with the specifications mandated by this order.

- C. Department-issued safety equipment in the possession of personnel who separate from the Department, are placed on administrative leave, ordered to extended military leave or are on medical or sick leave for more than two (2) months shall complete a Mandatory Equipment Turn-In Form (TF-3327) and return designated Department-issued safety equipment in their possession in accordance with the provisions of DGO B-2, VOLUNTARY TERMINATION, DISCHARGE, UNPAID LEAVE, MANDATORY LEAVE.

II. ISSUE OF DEPARTMENT-ISSUED SAFETY EQUIPMENT

- A. The Training Section shall maintain a sufficient inventory of Department-issued safety equipment to equip all new members before their graduation from the Academy and to meet the needs of present members and employees.
- B. The Training Section shall issue all Department-issued safety equipment except duty Aerosol Oleoresin Capsicum (OC) and radio transceiver. OC shall be issued to members and eligible employees by the Property and Evidence Unit (PEU). Radio transceiver shall be issued to members and eligible employees by Communications.
- C. The Training Section shall maintain stored safety equipment in a state of operational readiness. All stored safety equipment shall be inventoried and inspected at regular intervals and cleaned and repaired when necessary.
- D. To the extent possible, the Training Section shall supply Department personnel with safety equipment that has been turned in by separated members or employees. When necessary, the Training Section Commander shall submit a supply order to requisition new equipment. All equipment ordered shall conform to the specifications in this order and DGO C-1, UNIFORMS AND EQUIPMENT, as applicable.
- E. The Training Section Commander shall require personnel who are issued Department-issued safety equipment to sign the appropriate block on an Equipment Control Card (536-804) for each item received.
 - 1. The Training Section shall ensure that the serial number, date of original purchase, remaining life and other required information is entered on the Card regarding each item issued, when the information is available.
 - 2. The Training Section shall keep the Card on file until the member or employee terminates employment, at which time the Training Section shall permanently retain the Card.
- F. The Training Section shall inspect Department-issued equipment that has attained its normal life expectancy and determine if the equipment is suitable for further use.

III. SAFETY EQUIPMENT - DESCRIPTION AND REGULATION

All references to “chrome or nickel-plated” equipment applies only to officers and sergeants.

Command officers shall substitute brass equipment in all cases in which chrome or nickel-plated equipment is referenced except for firearms, handcuffs and keys.

A. Authorized Firearm Specifications

Only firearms specified in this order, or specifically authorized in writing by the Chief of Police, shall be carried on-/off-duty.

1. Issued Firearms

a. Primary Sidearm - Pistol

Members who are on-duty in uniform or plainclothes shall carry a firearm listed in Table 1 or 2 of this order as a primary firearm.

Table 1

MAKE	MODEL
Glock®	Model 17, 9mm semi-automatic pistol, w/three magazines

Members may continue to carrying the Glock® Model 22, .40 cal semi-automatic pistol on-duty only until the transition to the Glock® Model 17 has been completed. Upon completion of the transition, no member may carry the Glock® Model 22 as an on-duty primary or secondary firearm.

b. Shotgun

Table 2

MAKE	MODEL
Remington®	Model 870 12 Gauge

c. AR Rifle- see DGO K-6, PATROL RIFLE PROGRAM.

2. Optional Privately-Owned Firearms

Any member who prefers to carry an authorized privately-owned firearm shall complete the following procedures before carrying the firearm on-duty:

a. Have the firearm inspected and registered by description and serial number through a memorandum with the Rangemaster;

- b. Successfully complete transitional training¹, as applicable, and qualify with the privately owned firearm prior to carrying on-duty; and
- c. If a Department-owned firearm is to be substituted with a privately-owned firearm, the member shall return the Department-owned firearm.
- d. Authorized Optional Pistols – On-Duty
 - 1) Privately-owned pistols shall have a factory firing pin safety/drop safety installed in order to meet the provisions of this order.
 - 2) No trigger pull measuring less than 4 pounds.
 - 3) The pistols shall be finished in blue, black or silver (stainless steel, nickel or chrome).
 - 4) The grips shall be standard black plastic, rubber or wood.

Table 3

MAKE	MODEL
Single action "1911" pistols are not authorized	
Beretta [®]	9mm or .40 cal except the "Cougar" model
Glock [®]	9mm, .40 cal*, .45 cal
Sig Sauer [®]	9mm, .40 cal, .45 cal
Smith and Wesson [®]	3 or 4 digit M and P models in 9mm, .40 cal, .45 cal

* Excludes the Glock[®] Model 22

- e. Additional Secondary Firearms – On-Duty

Members may carry a secondary firearm while on-duty and are subject to the provisions regarding privately-owned firearms. The secondary firearm shall be carried in a concealed manner consistent with the provisions of this order.

¹ Transition training is required, starting the date of this policy, for primary firearms only. Consult with the rangemaster regarding required transition training. Typically transition training will only be required for primary firearms with a double action first trigger pull and/or with a manual safety feature.

In addition to the firearms listed in Table 3, the Smith and Wesson two (2) inch “J” frame (hammer or hammerless) revolver models, in .38 caliber or .357 magnum, and handguns in Table 3, chambered in .380 Auto, are authorized for use as a secondary on-duty firearm.

f. Privately-owned Shotgun

Members may carry a privately-owned Remington® Model 870 – 12 Gauge shotgun for on-duty use and are subject to the provisions regarding privately-owned firearms.

g. Privately-owned Rifle AR/Bolt Gun

Members currently assigned to the entry or sniper teams may carry a privately-owned AR/Bolt gun for on-duty use and are subject to the provisions regarding privately-owned firearms.

3. Firearms Modifications²

Modification of Department-issued or privately-owned firearms for on-duty use shall only be performed by a member who has received manufacturer armorer certification on the specific firearm, is a department firearms instructor and has been approved by the Rangemaster. Firearms modified by a certified and licensed gunsmith shall be submitted to the Rangemaster for inspection to ensure conformity to Department regulations before on-duty use.

4. Authorized Modifications

a. Authorized modifications for Department-issued and privately-owned pistols for on-duty use:

- 1) Aftermarket grips, except Pachmayr® grips are not authorized on the Beretta®;
- 2) Self luminous sights (night sights); and
- 3) Weapon mounted light activated by a pressure switch, as denoted in Table 4.

² Designated members participating in firearms modifications testing through the Training Section are exempt from the provisions of the firearms modifications section (Part III.A. 3 only.)

Members carrying a weapon mounted light shall have the light constantly mounted on the weapon while on-duty, wear an authorized holster to accommodate the light and successfully complete transitional holster training from the Rangemaster before carrying the firearm on-duty.

Table 4

MAKE	MODEL
Surefire®	X300
Streamlight®	TLR-1

- b. Authorized modifications for Department-issued or privately-owned shotguns for on-duty use:
 - 1) Fore-end flashlight attachment;
 - 2) Sling;
 - 3) Ammunition carrier/extended magazine tube;
 - 4) Self luminous sights (night sights);
 - 5) Shorter stock to allow proper length of pull for individual personal characteristics; and
 - 6) Optics
- c. Any modifications to Department-issued or privately-owned AR/Bolt Guns shall be approved by the Rangemaster.

5. Off-Duty Firearms

Off-duty firearms are defined as any concealable handgun carried by the member when the member is not officially engaged in performing police duties.

- a. Carrying a firearm off-duty is optional;
- b. Any member carrying a firearm off-duty shall only carry a firearm having a factory firing pin safety/drop safety installed and having a trigger pull no less than four (4) pounds.

- c. In the event an off-duty member places themselves in on-duty status, they are subject to DGO K-3, USE OF FORCE and DGO K-4, REPORTING AND INVESTIGATING THE USE OF FORCE.
 - d. Any member carrying a firearm off-duty shall have their police identification card in their possession.
6. As defined by Penal Code Sections 25400 and 25850, reserve officers are not authorized to carry a concealed or loaded firearm off-duty unless they have been issued a Concealed Weapons Permit by the Chief of Police in accordance with the provisions of DGO M-16, CONCEALED WEAPON PERMIT.
7. Members shall not carry a firearm when their normal reactions are impaired due to being under the influence of alcohol, medication or any other substance.

B. Ammunition

- 1. Members shall only load weapons and magazines carried on-duty with Department-issued duty ammunition.
- 2. Members shall replace their duty ammunition, for primary pistols, as deemed necessary by the Rangemaster or designee.
 - a. On-duty members (uniform or plainclothes) shall load weapons and magazines only with Department-issued ammunition. Members shall carry one (1) round in the chamber and one (1) fully loaded magazine in the pistol (i.e. duty load).
 - b. Uniformed members, assigned to field duties, shall carry a minimum of two (2) additional fully loaded magazines; or
 - c. Plainclothes and uniformed members, not assigned to field duties, shall carry a minimum of one (1) additional fully loaded magazine.
 - d. Issue Item:
 - 1) 9 mm;
 - 2) .40 caliber; and
 - 3) .45 caliber

3. Members shall provide their own practice and qualification ammunition for revolvers and handguns chambered in .380 Auto.

After initial issue, the Department shall provide duty ammunition, for secondary handguns, as deemed necessary by the Rangemaster or designee.

- a. Members shall duty load handguns chambered in .380 Auto and fully load all cylinders of a revolver.
- b. When members carry spare ammunition it shall be in either a magazine, speed loader or speed strip.
- c. Issue Item:
 - 1) .380 Auto
 - 2) .38 caliber; and
 - 3) .357 magnum

4. Shotgun

- a. Issue Item:
 - 1) 12 Gauge shotgun 00 Buck (required).
 - 2) 12 Gauge, rifled slug (optional).

5. AR/Bolt Gun

- a. Issue Item:
 - 1) .223 / 5.56 mm
 - 2) .308 WIN

- C. Gunbelt

Members have the option of wearing either of the following gunbelts, except the nylon gun belt shall not be worn with the Class A uniform.

1. Issue Item: The gunbelt is 2-1/2" wide, plain, black, polished, top-grain cowhide fully lined with leather. The belt buckle and trimmings are flat colonial style. The belt buckle shall be chrome or nickel-plated; or

2. Issue Item: Bianchi Accumold Ergo-Tek, 2½” nylon duty belt, Model 7225, black in color. The buckle must be equipped with a three–point safety release composed of molded, shatter-resistant polymer.

D. Holsters

1. Issue Item (Pistol):
 - a. Safariland® 070 or 0705 SS III (plain, black) constructed of leather-like material; or
 - b. Safariland® 6365 ALS III belt mounted holster constructed of plain black material.
 - 1) Members shall not wear the Safariland 6365 ALS holster until completing department training and qualification with the holster.
 - 2) The Rangemaster shall maintain a record of members who have successfully completed transitional training and qualified with the holster.
2. Privately-Owned Weapons Light Holster (Table 5)

Any member carrying a weapon light constantly mounted shall complete the following requirements prior to wearing a privately-owned holster on duty.

- a. Have the holster inspected by the Rangemaster; and
- b. Complete transitional training and qualify using the holster through the Rangemaster.
- c. The Rangemaster shall maintain a record of members who have successfully completed transitional training and qualified with the holster.

Table 5

MAKE	MODEL
Safariland®	6365 ALS Level III Duty Holster (to accommodate specific firearm) UBL (finish to match gunbelt)
Thigh / Leg firearms holsters are not authorized for field units, except for Tactical Operations Team (TOT) units (i.e. Entry, Sniper) during a TOT activation.	

3. The on-duty uniform holster is worn on the gunbelt, the center of the holster positioned 1" to the front of the trouser stripe.
4. All privately-owned holsters for all firearms, utilized during plainclothes duties, shall be approved by the Rangemaster. Members carrying an optional firearm may, at their own expense, carry a holster approved by the Rangemaster.
5. All on-/off-duty and secondary firearms (pistols and revolvers) carried on the person shall be concealed from public view and shall be secured in a holster in a manner that accomplishes the following:
 - a. The firearm and holster are retained by a system, other than gravity, that will not cause either to fall to the ground unintentionally; and
 - b. The trigger is protected so as to prevent the member from inadvertent or unintentional contact which may cause a discharge.

E. Magazine Pouch and Magazines

1. Issue Item: The magazine pouch is a plain, black, polished, leather-like material, designed to accommodate two magazines positioned side by side and aligned horizontally or vertically, and must have chrome or nickel snap closures (no Velcro[®]). This magazine pouch is authorized for on-duty uniform wear. The magazine pouch is worn on the gunbelt, centered over the front crease of either trouser leg.
2. Issue Item: The magazine pouch is made of a black plastic designed to accommodate a single magazine and a single handcuff. Privately-owned magazine pouches made of similar materials may be authorized by the Rangemaster. These pouches are authorized for on-duty plainclothes assignments.
3. Issued Item: Bianchi Accumold, Model 7302 (9mm/.40cal) or Model 7303 (.45 cal) nylon double magazine pouch, black in color. The magazine pouch is a trilaminate molded construction designed to accommodate two magazines positioned side by side and aligned horizontally or vertically and must have a hidden snap closure.
4. Privately-Owned Item: Bianchi Accumold, Model 7302 or Model 7303 nylon single magazine pouch with a hidden snap closure can be worn in addition to the above issued item.

5. Privately-Owned Magazine Pouches: Quad and extra capacity magazine pouches are authorized (must conform to Part III.D.1 specifications);
6. Uniformed or plainclothes officers may carry standard capacity secondary magazines. Privately-owned magazines or speed loaders/speed strips for revolvers shall be approved by the Rangemaster before use on-duty.
7. Privately-Owned Shotgun / Rifle Spare Ammunition Case (optional)

Members may wear a plain, black, polished leather, nylon web, high impact plastic or metal, and spare ammunition case on the uniform belt that matches other equipment.

F. Electronic Control Weapon and cartridges (see TB III-H.1, USE OF ELECTRONIC CONTROL WEAPON.)

1. Issue Item: Each officer issued an X26 TASER[®] receives the following equipment:
 - a. The TASER[®] unit;
 - b. Three unspent Air Cartridges
 - c. A Digital Power Magazine (DPM); and
 - d. A Departmentally approved holster.
2. Privately owned holsters and spare Air Cartridge pouches or holders may be carried on-duty when authorized by the Electronic Control Weapons Coordinator.
3. Authorized electronic control weapons shall be carried by certified members when assigned to field duties.
4. Privately-owned cartridges are not authorized for use in Department-issued electronic control weapons.
5. Supervisors/commanders who are certified, but not assigned to field duties, shall turn in their Department-issued electronic control weapon to the Electronic Control Weapons Coordinator.

G. Handcuffs and Keys

1. Issue Item: Peerless[®] Standard 10 oz. tempered steel, nickel or black finish, with connecting links.
2. Privately-owned Peerless[®] or Smith & Wesson[®] handcuffs meeting the above specifications, or Peerless[®] or Smith and Wesson[®] hinged, 10-12 oz. handcuffs are authorized.
3. Privately-owned keys: Members may obtain and use handcuff keys that have extended shanks. The keys must be chrome or black metal, have a double-locking tip, and be no longer than 4".

H. Handcuff Case

1. Issue Item: The case is plain, black, polished leather with a chrome or nickel-plated snap. It is constructed to permit unhindered insertion and removal of one pair of Peerless[®] or Smith & Wesson[®] handcuffs in the closed position. For the Class "A" uniform, the case is worn on the gunbelt, centered over the hip pocket on the opposite side of the pistol. For all other uniform wear, the handcuff case may be placed anywhere on the gun belt. No more than two handcuff cases may be worn.
2. Issue Item: Bianchi Accumold, Model 7300 nylon handcuff case, black in color. The handcuff case is a trilaminate–molded material with hidden snap. It is constructed to permit unhindered insertion and removal of one pair of Peerless or Smith & Wesson handcuffs in the closed position.
3. Privately-Owned Leather Double Case: Members may wear a double handcuff case in lieu of the issue item described above. The specifications are the same as for the single case except that it has a black leather partition and will accommodate two pairs of handcuffs.
4. Privately-Owned Nylon Web Double Cases: Members may wear the Bianchi Accumold, Model 7317 nylon double handcuff case, black in color, in lieu of the issue item described above. The specifications are the same as prescribed for the single case except it has a black trilaminate partition and will accommodate two pair of handcuffs.
5. Members may obtain a handcuff pouch designed for plainclothes from the Rangemaster.

6. Uniformed members shall not tuck handcuffs into their gunbelt or carry them in any other manner not specified in this order.

I. Short Baton (required to be worn in the absence of an expandable baton)

1. Issue Item: The baton is 12" to 14" long and made of wood shellacked and finished with a darkened stain. If made of plastic, it should be black in color. The baton must weigh 12-16 oz., be properly turned for a secure handgrip, have a diameter of not less than 1-7/16," and may have an optional leather thong securely attached to the grip.
2. The short baton is carried on the same side as the pistol with the thong inside the baton pocket, if attached. A privately-owned wood baton of similar design and specifications may be substituted for the issued item. If of plastic construction, it must be black in color. No metal attachment, device, and/or inserts may be added to the short baton. Metal short batons are not authorized.

J. Long Baton

1. Issue Item: The long baton is 26" to 29" long and made of high density, close and straight-grained wood shellacked and finished with a darkened stain. It weighs not less than 15 oz. or more than 22 oz. and is a cylinder turned to a diameter of 1-1/4" with both ends rounded. A snug fitting black neoprene rubber grommet is placed on the baton to permit carrying in the baton ring. The grommet is 1-5/8" long with an outside butt end diameter of 1-9/16," tapering evenly to 1-1/4".
2. Unless otherwise directed, the long baton may be carried at the option of individual members; however, members assigned to the Patrol Division shall have the long baton in their police vehicles while on-duty.
3. Privately-owned wood batons of similar design and specifications may be substituted for the issue item.

K. Baton Strap and Ring

1. Issue Item: The strap is made of plain, black, top-grain cowhide 3/4" wide, approximately 10-3/4" long, with a loop at one end approximately 3-11/16" long. A chrome or nickel-plated steel ring 1/4" thick with a 1-1/2" inside diameter is permanently riveted inside the strap loop.

2. Issue Item: Bianchi Accumold, Model 6404 nylon baton ring, black in color. The baton strap is constructed of a nylon material 1" wide and 3-1/4" long. The baton ring is injection molded 1/4" thick with a 1-1/2" inside diameter attached to the strap loop.
3. Even if the long baton is not carried, the baton strap and ring must be worn whenever the gun belt is worn. The ring shall be worn on the gunbelt on the side opposite the pistol.

L. Expandable Batons (optional)

Privately-owned Armament Systems and Procedures, Inc. (ASP®), F21B or F26B friction lock expandable batons with a closed length of 7.75" or 9.5" and an expanded length of 21" or 26" respectively are authorized for on-duty uniformed or plainclothes wear. Batons shall be finished in black chrome and shall have a black foamed vinyl grip.

1. A privately-owned ASP® Expandable Baton and Holster is authorized and shall be worn in the absence of a short baton.
2. Members shall successfully complete a Department training program before on-duty use of the expandable baton.

M. Expandable Baton Holders (optional-unless carrying an expandable baton)

1. Uniformed Members

Privately-owned ASP SideBreak® holder constructed of black, high-gloss, injection-molded plastic with permanently attached belt loop is authorized for on-duty uniformed or plainclothes wear. The holder shall have a retention shoe and shall retain the baton in retracted or expanded configuration.

2. Plainclothes Members

ASP BackPocket® holder constructed of black nylon webbing with a Velcro® snap closure.

3. No modifications are permitted.

N. Duty Aerosol Oleoresin Capsicum (OC) and Holster

1. Issue Item:
 - a. Small - Defense Technology (DefTec), Mk VI OC Projector, Part No. 5069, .68 oz.; or
 - b. Large - Defense Technology (DefTec), Mk IV OC Projector, Part No. 5049, 3 oz.
2. The OC holster is worn anywhere on the gun belt:
 - a. Bianchi Accumold, Model 7307 (MK-6 OC canister) or the Model 7307S (MK-4 OC canister), nylon chemical agent carrier, black in color. The chemical agent carrier is constructed of a trilaminate-molded material with hidden snap.
 - b. Plainclothes option: Plainclothes members who opt to carry the canister need not carry it in a holster.
3. Employees who have completed a Department approved training course may carry the Department issued canister and holster on the equipment belt while on-duty.

O. Key Strap and Ring

Issue Item: The strap is made of plain, black, polished leather that matches the gunbelt. The strap is approximately 3/4" wide by 4-1/2" long with a chrome or nickel plated snap and a 1-1/2" chrome-plated, metal key ring.

1. Class "A" Uniform

The whistle, call box key, and handcuff key shall be carried on the ring and secured in the key strap. The key strap and ring shall be worn on the same side as the pistol in line with the front crease of the trousers.

2. Class "B" Uniform (Basic)

The call box key and whistle may be carried on the key ring or in the pants pockets. The handcuff key shall be carried on the key ring. The strap may be worn as described above or on the back of the belt so that the key ring can be inserted in a rear pocket.

P. Call Box Key - Department issue.

Q. Whistle

Issue Item: The whistle is a nickel-plated American Classic[®] or similar type with a 1/2" wide mouthpiece and a removable metal key ring 5/8" in diameter.

R. Protective Vest and Carrier

1. Issue Item: Each vest shall meet the minimum body armor standard Level IIIA³.

Exceptions from this standard may be necessary to accommodate instances of concealment or individual physical characteristics. In these cases, vests shall meet a minimum body armor standard of Level II⁴.

2. Privately-Owned Item: The Rangemaster must approve privately-owned protective vests worn on-duty.

3. Regulations Regarding Protective Vests

a. Uniformed members shall wear protective vests whenever they are:

1) Assigned to field duties; or

2) Assigned to duties which involve the likelihood of a violent confrontation.

b. Plainclothes members shall wear a protective vest whenever they are assigned to duties that involve the likelihood of a violent confrontation.

c. Unit commanders have the authority to approve optional wearing of protective vests when unique duty assignment conditions exist and the likelihood of a violent confrontation is minimal.

³ As specified in the National Institute of Justice (NIJ) Standard - 0101.06

⁴ Ibid

- d. Members working inside the Police Administration Building or any other police or City facility are not required to wear the protective vests unless there is a likelihood of a violent confrontation.
- e. Members assigned to the front desk of any police facility shall wear a protective vest.

S. Riot Helmet with Face Shield and Chemical Protective Mask

Issue Item: A riot helmet with face shield and a chemical protective mask are issued to and maintained by each member for use when needed. All helmets shall be clearly marked with the member's serial number on both sides of the riot helmet. Members of the rank of sergeant or higher shall have their respective rank insignia on the back of their riot helmet.

Privately-Owned Item: A ballistic helmet with face shield may be substituted for a Department-issued riot helmet. The ballistic helmet shall be approved by the Rangemaster. Privately-owned ballistic helmets shall be black in color and clearly marked with the member's serial number and rank insignia as specified above.

T. Flashlight

- 1. Privately-Owned Item: Members may carry any privately-owned black plastic or metal rechargeable or battery-operated flashlight which is not more than 13.2" long with a body diameter not more than 1-5/8" in diameter and not exceeding 1.7 pounds. No modification of the personally owned flashlight is permitted. The flashlight may be carried in either a black leather or nylon web holder attached to the gunbelt.

U. Knife, Multi-Tool and Holster (optional)

- 1. Privately-Owned Knife: Members may carry a folding blade knife, the blade of which shall be less than 4" in length. The knife shall not be a switchblade or butterfly knife as defined by Penal Code Section 653k or any of the prohibited knives defined in Penal Code Section 12020. The knife may be concealed on the person. If the knife is carried on the belt, it must be in a plain black leather, flap-covered holster with chrome plated snaps or flap covered nylon web holster.
- 2. Privately-Owned Multi-Tool: Members may carry a folding multi-tool. Members may choose a multi-tool that meets their individual needs, however the knife blade shall be less than 4" in length.

The knife shall not be a switchblade or butterfly knife as defined by Penal Code Section 653k or any of the prohibited knives defined in Penal Code Section 12020. The multi-tool may be concealed on the person. If the multi-tool is carried on the belt, it must be in a plain black leather, flap-covered holster with chrome plated snaps or flap covered nylon web holster.

V. AIDS/CPR Mask

Issue Item: Resuscitation Mask consists of a mask and an airway, which allows CPR to be administered safely and without putting the officer at risk from contamination by infections, gases, and liquids. New units will be issued as replacements. Uniformed members in the field shall have the mask available while on-duty.

W. Helicopter Pilot Helmet

Issue Item: Gentex[®] SPH-5. The helmet has a composite shell made from graphite and ballistic nylon, lightweight impact-absorbing earcups, and a chinstrap. Members shall wear the helmet whenever they are airborne in the helicopter unless specifically exempted by the Commander of the Special Operations Section (i.e. training exercises.)

X. Bicycle Helmet

Issue Item: Black helmet is GIRO[®] (Hammerhead) or similar type approved by ANSI, SNELL, or ASTM. Helmets shall have reflective police decals on both sides of the outer shell. Members shall wear the helmet when riding the bicycle on-duty.

Y. Motorcycle Safety Helmet - Regulations

1. Officers shall wear helmets while they are riding motorcycles. In addition, helmets shall be worn by motorcycle officers who are:
 - a. Engaged in any police task during daylight hours when weather conditions permit reasonably comfortable wear for an extended period; or
 - b. Engaged in any ceremonial event, including funerals, regardless of the time of day.
2. When not on the motorcycle, officers may remove their helmets and substitute an approved utility cap during daylight hours when:

- a. Weather conditions make continuous wearing of the helmet uncomfortable and inappropriate.
- b. The officers are assigned to traffic posts, investigating accidents, or engaged in other activities that remove them from their vehicles for an extended period of time.

Z. Motorcycle Safety Helmet (Traffic/Dual Purpose) - Description

1. The black and white helmet is Shoei® Model TJ-201V. It has a hard, scratch-resistant outer finish, a fiberglass shell with forehead intake vents, expanded polystyrene liner, removable liner cover, and a black visor. The black visor is attached with silver buttons and a silver band for police officers and gold buttons and gold band for command officers.
2. The helmet has a cap shield style decal on the front, centered above the visor. Rank insignia is applied to each side of the helmet as appropriate.

AA. Motorcycle Safety Boots - Description

Boots are black leather, plain-toe, English-type riding boots at least 14" tall.

IV. EQUIPMENT

A. Members - Required Safety Equipment

The following items of issued safety equipment shall be maintained in clean working condition and carried by all uniformed members when assigned to field duties:

1. Firearm;
2. Ammunition;
3. Baton Strap and Ring;
4. Flashlight;
5. Fully Loaded Magazines;
6. Gunbelt;
7. Handcuff(s) and Case;

8. Handcuff Key;
 9. Firearm Holster;
 10. Key Strap and Ring;
 11. Magazine Pouch;
 12. Duty Aerosol OC Canister and Holster;
 13. Protective Vest and Cover;
 14. Short Baton (unless optional Asp is carried); and
 15. Whistle.
- B. Uniformed Members - Carrying the following issued items is optional unless otherwise directed:
1. Long Baton;
 2. Callbox Key;
 3. Gas Mask; and
 4. AIDS/CPR Mask.
- C. Basic Issue - Police Cadets
- Police Cadets shall be issued the leather equipment belt including handcuffs and case, key strap and ring with box key, handcuff key, and whistle.
- D. All members, except Police Officer Trainees, may elect to use privately-owned equipment approved in this order.
- E. Members assigned to plainclothes⁵ duty or uniformed members not assigned to field duty shall wear or carry the following items when outside a police facility:
1. Electronic Key Card;
 2. Flashlight (as needed);

⁵ Undercover assignments are excluded, as necessary. Members working covert assignments shall wear or carry equipment, approved by the member's supervisor, appropriate to the circumstances of their assignment.

3. Fully-Loaded Semi-Automatic Pistol;
 4. Handcuffs and Handcuff Key;
 5. Identification Card; and
 6. One Additional Fully-Loaded Magazine.
- F. Additional authorized equipment appropriate to an assignment shall be worn or carried, as permitted or required by the member's unit commander.

V. MAINTENANCE OF DEPARTMENT-ISSUED PISTOLS

A. Member Responsibilities

1. Members may at any time submit their Department-issued pistols to the Rangemaster for inspection or repair. Members shall not have repair work done elsewhere or attempt to repair Department-issued pistols themselves.
2. Whenever a Department-issued pistol is turned in for inspection or repair, the member submitting the firearm shall unload the firearm completely at a designated location (i.e., Range, sand barrel) and open the action, rendering it safe before relinquishing possession.

All magazines shall be unloaded. If, for any reason, the firearm is not able to be completely unloaded, the member shall so notify the Rangemaster accepting the firearm. The member shall retain all of the ammunition unless it has expired (i.e., six months has passed since it was issued).

3. Members may obtain an authorized replacement pistol from the Property and Evidence Unit (PEU) for use during their shift. The replacement pistol shall be returned to the PEU after the member's tour of duty. In the event the PEU is closed, contact a Rangemaster or range staff for temporary use of a pistol during the shift or service period.
4. Members shall record the serial number of the weapon they turn in and the replacement pistol, if any, on an Equipment Control Card, which the Training Section shall retain.
5. When the service is completed, the member shall reclaim the pistol from the Rangemaster and turn in the replacement pistol, if any.

6. Members shall clean and lubricate their duty firearms at the factory recommended intervals or as needed to maintain the firearm in an optimum working condition.

B. Rangemaster Responsibilities

1. The Rangemaster shall maintain a permanent record of any modifications of Department-issued or privately-owned firearms.
2. Whenever a Department-issued pistol is turned in for inspection or repair, a Rangemaster shall ensure that the member completes an Equipment Control Card showing the following:
 - a. Member's name and serial number.
 - b. Date the pistol is turned in.
 - c. Description and serial number of the weapon turned in.
 - d. Description and serial number of replacement pistol, if any.
 - e. Any problem with the pistol shall be described on the back of the card or described to the Rangemaster in person.
3. The Rangemaster shall secure all firearms submitted for service in the designated rack and attach the corresponding Equipment Control Card. When service is completed, mark the Equipment Control Card indicating that the work is complete and return the weapon to the designated rack in the Range armory.
4. The Rangemaster shall inspect and perform routine maintenance on Department-issued firearms during qualifications or upon request.

VI. REPLACEMENT OF DEPARTMENT-ISSUED SAFETY EQUIPMENT

- A. The life expectancy of each new piece of safety equipment is set forth below. When the normal life expectancy of a piece of Department-issued safety equipment is reached, replacement shall be considered.

25 Years	10 Years	5 Years	4 Years
Long & Short Baton	Pistol	Flashlight	CPR Mask *
	Holster	Whistle	Handcuffs and Key
20 Years	Gun Belt	Protective Vest/Cover	
Shotgun	Handcuff Case	Bicycle Helmet	
	Magazine Pouch	Electronic Weapon	6 Months
12 Years	Gas Mask	Motorcycle Helmet	Ammunition *
Patrol Rifle	Riot Helmet		Per Date on Can
	Helicopter Helmet		OC *†

* Replace when used or expended

† Replacement as specified in DGO C-8, OLEORESIN CAPSICUM.

- B. Members shall present all Department-issued and privately-owned safety equipment carried on-duty to the Rangemaster or designee during annual Firearms Qualification for inspection to ensure conformity to Department regulations and serviceability. The Rangemaster shall maintain a record of safety equipment not conforming to regulations or serviceability standards as a result of the inspection.
- C. When a Department-issued item attains its normal life expectancy prior to the member's next annual Firearms Qualification, the member shall present it to the Rangemaster, who shall evaluate it and decide whether it should be replaced.
- D. If a Department-issued item wears out before the end of its normal life expectancy, the member shall submit it to the Rangemaster for inspection and replacement.

VII. DAMAGED, LOST, OR STOLEN SAFETY EQUIPMENT

- A. Privately-Owned Equipment
 - 1. Personnel may report damage to authorized privately-owned equipment in accordance with the provisions of DGO C-2, UNIFORM AND EQUIPMENT DAMAGE CLAIM.

2. If the damage occurred in the performance of duty and did not result from carelessness or neglect, reimbursement for repair costs may be made pursuant to DGO C-2, UNIFORM AND EQUIPMENT DAMAGE CLAIM.

B. Department-issued equipment

1. Personnel shall report damage, loss, or theft of Department-issued equipment in accordance with the provisions of DGO N-5, LOST, STOLEN, DAMAGED CITY PROPERTY.
2. If the Chief of Police determines that the damage or loss resulted from the member or employee's carelessness or neglect, the member or employee may be held financially responsible for the cost of repairing or replacing the item.
3. If it is determined that the damage or loss was not caused by carelessness or neglect, the Training Section Commander shall have the item repaired or destroyed, as appropriate, and shall issue replacement equipment to the member or employee without penalty.
4. Temporary replacement items may be obtained from the Rangemaster.

By order of

Sean Whent
Interim Chief of Police

Date Signed: _____