

	POLICY & PROCEDURE	SERIES # 519	PAGE 1 OF 5
	SUBJECT		EFFECTIVE DATE
	<b>SPECIAL WEAPONS AND TACTICS APPLICANTS AND MEMBERS</b>		<b>12/14/2020</b>
			OVERSIGHT <b>Operations</b>
DISTRIBUTION ALL MANUALS	AMENDS/SUPERSEDES/CANCELS P&P # 519 dated 02/20/2019.		

I. PURPOSE:

To establish guidelines for the assignments of police personnel to the Police Division's Tactical Unit.

II. POLICY:

All personnel meeting the guidelines set forth will be eligible to apply for assignment to the Tactical Unit. The Tactical Unit will be under the command of the Operations Branch Commander and will be comprised of the Special Weapons and Tactics (S.W.A.T.) Team. Unit Vacancies will be filled based on the demonstrated skills and experience of individual applicants and the needs of the Division.

III. DISCUSSION:

The mission of the S.W.A.T. Team is to provide the Hampton Police Division with a highly trained and equipped team that can mobilize and respond to any special situation or incident beyond the normal scope of police response that may require special weapons, tactics, and resources for a successful resolution.

IV. PROCEDURE:

A. ELIGIBILITY FOR S.W.A.T.

Applicants seeking assignment to the S.W.A.T. team will be required to meet the following criteria:

1. Endorsement of application by individual's Unit Command's (e.g., Shift Lieutenant).
2. Minimum of two (2) years' experience as a Hampton Police Officer.
3. Minimum of an overall "3" on the performance evaluation.

APPROVED:  
CHIEF OF POLICE



4. Successful completion of the Division's Physical Assessment during the previous 12 months with an overall rating of "3" or better. (Must have

completed the run or the Aerobic Capacity Test).

5. No suspensions, disciplinary actions or sustained use of force incidents during the period of 12 months prior to date of application.
6. Must not be acrophobic (fear of heights) or claustrophobic (fear of enclosed spaces).
7. Must not use tobacco products.
8. Consistently achieve a minimum score of "90" with the Division issued weapon on a Division sanctioned course of fire.
9. Preventable, State Reportable Motor Vehicle accidents may be grounds for ineligibility.

#### B. ELIGIBILITY FOR S.W.A.T. MEDIC

Applicants seeking assignment as a S.W.A.T. MEDIC will be required to meet the following criteria:

1. Written endorsement by member's permanently assigned supervisor and Battalion Chief.
2. Minimum of three (3) years' experience as a released ALS provider (P-2).
3. Minimum of an overall "3" on most recent performance evaluation.
4. No formal discipline or probation during the 12 months preceding application date.
5. Current Virginia EMT-I or EMT-P (Paramedic preferred).
6. Current AHA BCLS/CPR certification.
7. Current AHA ACLS certification.
8. Current ITLS, PHTLS, ATT, TTLS or TCCC certification (if not current, must be current within 12 months of acceptance).
9. Must be physically fit and adhere to the fitness standards and expectations of the team.
10. Ability to meet and adhere to local, state, and federal firearms regulations and laws.
11. Must have basic knowledge of firearms and ALL applicable safety guidelines as well as demonstrate competence in shooting.
12. Must demonstrate the ability to prioritize the handling of a threat or multiple

threats which will be demonstrated if the applicant moves forward to Phase II of the Tactical Medic process.

13. Complete the Hampton Fire Tactical Emergency Medicine Support Application.

C. SELECTION:

1. Assignments to the Tactical Unit will be made as unit vacancies occur.
2. Vacancies to be filled will be announced through Fire and/or Division email and applications submitted through current specialty assignment protocols.
3. All applicants will be required to participate in testing and attend a Tactical Unit oral board approved by Human Resources. The responsibility of this board is to assess the applicant's potential performance and mental stability for tactical assignments. Applicants will be chosen from a list of those who have successfully completed all aspects of the application process.
4. Applicants selected will be on probation for one (1) year from the date of selection.
5. Due to the nature of unit's operations, applicants must have a response time no greater than thirty (30) minutes.
6. Candidates that successfully complete the tryout process and are accepted onto the team will attend a Basic SWAT School as soon as practical.
7. Medic Members will complete and maintain a Special Conservator of the Peace certification through the Virginia Department of Criminal Justice.

D. STRUCTURE

1. Commander
2. Deputy Commander
3. Executive Officer
4. Medic Team Leader
5. Sniper Team Leader

The S.W.A.T. Team is made up of two teams (A & B). Each team has an entry team leader, an assistant team leader, five operators (5), four snipers (4), two medics (2), and the minimum of one tech officer (1). "A" will be on call from the first of the month through the 15<sup>th</sup> and "B" will be on call from the 16<sup>th</sup> through the end of the month.

E. TRAINING

S.W.A.T training will typically be conducted as a team twice a month for a minimum of eight (8) hours each session. Specialty positions (entry and sniper) will train at least once a month for a minimum of four (4) hours. Grenadiers will train once a quarter for a minimum of four (4) hours. The S.W.A.T. Team will conduct in-service training for one (1) week a year as a team. The current training schedule is in accordance with the established National Tactical Officer's Association (NTOA) standards. If a S.W.A.T. operator misses two (2) consecutive training sessions, they will be unable to actively deploy on a mission or callout until they return to training and are approved to return by the commander.

#### F. RETENTION

1. Firearms qualifications of at least a "90" for SWAT on a Division sanctioned TQC course of fire.
2. No less than an overall "3" on the performance evaluation.
3. No suspensions.
4. An overall rating of "3" or greater on the Division Physical Assessment.
5. Must maintain specialty skills for primary position.
6. Must exhibit a strong team mentality and positive team attitude.
7. Preventable, State Reportable/Motor Vehicle Accidents or excessive work injury record may be grounds for dismissal.
8. May be removed by the Team Commander at any time for conduct prejudicial to the team or other serious infraction that may impede the performance of the Unit.
9. Tactical Unit members are to adhere to Division Policies and Procedures and Rules and Regulations at all times.
10. The Tactical Unit Commander will be responsible for the enforcement of this policy.

#### G. S.W.A.T. PIN

The S.W.A.T. Operator, Senior Operator and Master Operator pin is authorized to be worn by current tactical members. The S.W.A.T. pin will be displayed on the short and long sleeve shirt only. The S.W.A.T. pin will be worn centered ½ inch above the name tag over the right breast pocket. When breast bar decorations have been awarded, the S.W.A.T. pin will be centered above such decorations. If worn with the American flag, the flag pin will be worn on the wearers left side closest to the heart parallel with the S.W.A.T. team pin. Current tactical members are authorized to wear the name tag with "Special Weapons And Tactics".

1. Operator Pin

Tactical members must have two years of experience with the Hampton S.W.A.T. Team, and has completed at least three projects and/or conducted three training cycles. The S.W.A.T. Commander will then review each tactical member's qualifications, and determine if the S.W.A.T. pin will be awarded.

2. Senior Operator Pin

The Senior Operator Pin will be awarded to tactical members who have dedicated five years of service to the Hampton S.W.A.T. team.

3. Master Operator Pin

The Master Operator Pin is awarded to the tactical members who have dedicated ten years of service to the Hampton S.W.A.T. team.



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