

	POLICY & PROCEDURE	SERIES # <b>554</b>	PAGE 1 OF 3
	SUBJECT  <b>ANIMAL CONTROL</b>		EFFECTIVE DATE <b>10/23/2018</b>
			OVERSIGHT <b>CHIEF'S OFFICE</b>
	DISTRIBUTION <b>ALL MANUALS</b>	AMENDS/SUPERSEDES/CANCELS P&P # 554 dated 03/01/2018.	

I. PURPOSE:

The purpose of this policy is to outline the responsibilities and duties of Animal Control.

II. POLICY:

It is the policy of the Hampton Police Division to provide Animal Control Services to the City of Hampton and Fort Monroe.

III. PROCEDURE:

A. Animal Control Officers (ACO) respond to a variety of complaints such as: stray animals, dangerous/vicious animals, injured animals, animal rescues, feral cats, wildlife complaints, dead animal removal from public property, dog fighting, rabid animals, animal bites, and cruelty and neglect complaints. They also respond to assist police and fire during complaints involving animals.

1. Hampton Police have sworn officers trained on the use of the catch pole.
  - a. These officers have successfully completed a training block provided by Hampton Animal Control Officers.
  - b. This training consists of classroom and practical exercises.
2. Officers trained in the use of the catch pole may be used to assist Animal Control Officers when they are unavailable to respond and there is a need to secure a loose animal when public safety is an issue.
3. Use of the catch pole:
  - a. As an option to control a loose or vicious animal.
  - b. It is the decision of the catch pole operator to decide if they are comfortable with approaching the vicious animal. It is NOT a requirement.
  - c. If the decision is made to use the catch pole on a vicious animal, safety precautions should be taken to ensure the safety of all present.

APPROVED:  
CHIEF OF POLICE



4. Once an animal is secured with a catch pole, control will be maintained until the arrival of the ACO. Non-vicious animals may be placed in the prisoner transport area of a patrol vehicle until the ACO arrives. They should never be placed in the back of a police K-9 vehicle.
- B. Animal Control Officers have the power to issue a summons, obtain a felony warrant or search warrant, however; they DO NOT have physical arrest powers.
- C. Animal Control Officers conduct investigations and take IBR reports for certain offenses related to animals.
- D. Animal Control Officers carry and are trained in the use of OC spray, ASP expandable batons, the X-26 Taser, and a variety of tools for capturing animals. Animal Control Officers annually review Use of Force policies and re-qualify with all electronic weapons assigned to them.
- E. Animal Control Officers initially receive on the job training and must complete a state mandated Basic Animal Control course approved by the State Veterinarian within one year of being hired. Additionally, every three years Officers must complete additional training approved by the State Veterinarian, 15 hours of which shall be training in animal control and protection.
- F. An Animal Control Officer is available at all times.
  1. Animal Control Officers are dispatched through Public Safety Communications.
  2. Animal Control Officers normal regular duty hours include day and evening shifts, 7 days a week.
  3. An Animal Control Officer is available for emergency call-out any time the shift is not staffed.
  4. E-911 has the authority to call out an Animal Control Officer. Generally, Animal Control Officers will only be called out for emergency calls such as: injured animals or to assist police or fire personnel with verified dangerous or vicious animals.
- G. Animal Control Officers uniforms and equipment will be issued by Property and Evidence.
- H. Animal Control vehicles are equipped with red emergency lights to be used as warning lights when stopped in traffic. However, Animal Control Officers are prohibited from engaging in the emergency operation of those vehicles.
- I. Animal Control Officers are authorized to issue Virginia Uniform Summonses for animal related offenses only.
- J. The destruction of injured animals:
  1. Designated sworn officers will be authorized to discharge a firearm to

euthanize seriously injured or ill wildlife as a humanitarian measure when the officer deems it appropriate to relieve the animal from further suffering. Animal Control shall also respond if available. In the case of companion animals, euthanasia by firearm will only be done at the direction of the Animal Control Commander or his designee.

2. If the officer must euthanize an animal it shall be at the direction of a patrol supervisor. The officer will notify communications of the impending gunshot. Once the euthanasia is complete, Animal Control will be notified to remove the animal for disposal.
3. An incident report (IBR) will be generated by an officer not involved in the euthanizing of the animal, unless the euthanasia takes place in a controlled environment at the designated area approved by the Chief of Police.
  - a. The incident report will include statements from the involved officer(s), all citizen / officer witnesses, existing mobile audio / video recordings, and any other information related to the incident.
  - b. The involved officer's supervisor will complete a BlueTeam "Firearm Discharge" incident report for any euthanasia that takes place other than at the designated controlled environment. The reporting supervisor shall forward all animal euthanasia reports through the chain of command for review and forwarding. A scanned copy of the incident report (IBR) will be attached to the BlueTeam incident report.
  - c. All BWC links will be attached to the BlueTeam entry. Copies of all in-car camera recordings will be noted in the entry and forwarded through the chain of command to the Office of Professional Standards.
  - d. The completed BlueTeam incident report will be forwarded through the chain of command to Internal Affairs for review. Weapons discharges, in accordance with this section, WILL NOT BE USED as evaluation criteria for Hampton Police Division's "Personnel Early Warning" as outlined in Policy and Procedure #805 "Personnel Early Warning".
4. Officers discharging rounds for the above reason shall bring a copy of the incident report to the HPD Range and their round(s) shall be replaced.
5. The Training Unit will maintain a list of those designated officers that have received the training on euthanizing animals.

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