



**DEPARTMENT OF CORRECTIONS
Community Corrections**



Title:	Electronic Control Devices (Parole and Probation Officers)	DOC Policy: 50.1.3
Effective:	12/1/16	Supersedes: 10/16/13
Applicability:	Community Corrections staff	
Directives Cross-Reference:	Use of Force (Community Corrections) – Div 022 Bloodborne Pathogens – 20.6.7	
Attachments:	Request for Authorization to Carry Firearms (CD1287)	

I. PURPOSE

The purpose of this policy is to establish policy and procedures governing authorization for parole and probation officers to carry a department-authorized or department-issued electronic control device while on duty. Electronic control devices shall only be deployed in accordance with the department’s rule on **Use of Force (Community Corrections)** (OAR 291-022).

II. DEFINITIONS

- A. Local State Director: A person within the Department of Corrections who reports to the Assistant Director of Community Corrections and has responsibility for managing a state community corrections office within a particular county.
- B. Electronic Control Devices: Security equipment designed to stop, control or temporarily incapacitate through the use of high voltage, low amperage electric stimulation; e.g., conducted electrical weapon, electronic shield, etc.
- C. Field Related Duties: Home contacts, searches, arrests outside the office, release investigation and other duties outside an office setting.
- D. Force Skills Instructor: A designated employee with demonstrated expertise in firearms, firearms training and less than lethal force options assigned by the Local State Director as approved by the Department of Corrections, to oversee electronic control device training pursuant to this policy.
- E. Mind Altering Substance: Anything ingested or otherwise introduced into the body which could reasonably be expected to adversely affect the employee’s ability to exercise good judgment and emotional control; e.g., alcohol, tranquilizers, psychotropic medication, etc.
- F. Off-Duty: Whenever the officer discontinues the performance of their job description, or other management assigned duties for the day. Whenever an officer is called out after hours, the officer would be considered to be on duty.
- G. Offender: Any person under supervision of the Department of Corrections who is on parole, post-prison supervision, transitional leave, local control and/or probation status.

- H. Officer: Any state parole and probation officer certified as such by the Department of Public Safety Standards and Training.

III. POLICY

A. Application

1. Any officer who is trained in arrest procedures, use of restraints, less than lethal force options, or other defensive tactics as evidenced by department training records, may apply to carry a duty electronic control device pursuant to this policy.
2. An officer desiring to carry a duty electronic control device shall make written application to the Local State Director on the department's Request for Authorization to Carry a Firearm While on Duty form (CD1287).

B. Approval/Denial

1. The Local State Director shall review and approve or deny all applications to carry a duty electronic control device, subject only to limited review by the Assistant Director of Community Corrections as set forth in this policy.
2. In reviewing an application, the Local State Director may consider the applicant's background performance and adherence to department rules, policies, procedures, pertinent statutory provisions and training mandates, and whether the applicant has otherwise acted in a manner which could reflect an inability to exercise sound judgment and emotional control in the utilization of an electronic control device while on duty.
3. The Local State Director's decision to approve or to deny an application to carry a duty electronic control device shall be promptly communicated to the applicant in writing. A copy of the decision shall be distributed to the Assistant Director of Community Corrections.
4. An officer whose application to carry a duty electronic control device has been denied by the Local State Director may obtain an administrative review of the denial as set forth in Section K of this policy. No administrative review shall be available to an applicant whose application is denied based on the applicant's refusal to submit to a medical, psychological and/or psychiatric screening when requested by the Local State Director.

C. Suspension/Revocation of Authorization

1. The Local State Director may suspend an officer's authority to carry a duty electronic control device pursuant to this policy whenever he/she reasonably believes the officer has violated department rules, policies, procedures, pertinent statutory provisions, or failed to exercise good judgment and emotional control in the utilization of an electronic control devices. Authorization to carry a duty electronic control device may also be temporarily suspended whenever the Local State Director reasonably believes that an officer is physically unable to successfully complete the department's electronic control devices training.

2. The Local State Director's decision to revoke or to reinstate an officer's authority to carry a duty electronic control device pursuant to this policy shall be promptly communicated to the affected officer in writing. A copy of the decision shall be distributed to the Assistant Director of Community Corrections.
3. An officer whose authority to carry a duty electronic control device has been revoked by the Local State Director may obtain an administrative review of the revocation as set forth in Section J of this policy.

D. General Terms and Conditions for Carrying a Duty Electronic Immobilizing Device

1. Authorization for officers to carry a duty electronic control device pursuant to this policy is restricted to the performance of official duties as follows:
 - a. In accordance with the officer's job description or as assigned by management; or
 - b. When called to work after the officer's work schedule has been completed to address a field-related matter.
 - c. Commute time:
 - (1) Officers are not considered to be on duty during commute time.
 - (2) For convenience and safety, officers may wear their duty electronic control device while enroute to and from work.
2. In order to manage the risk related to removing and reholstering the electronic control device, an officer may carry a duty electronic control device in the office. The Local State Director may modify this section to accommodate particular office needs.
3. Officers shall maintain their duty electronic control device in optimum operating condition at all times.
4. Electronic control devices stored in a department facility must be secured in a department-approved locker designated for that purpose. Electronic control devices shall never be stored in an unlocked desk, file cabinet, or otherwise left unattended.
5. Officers shall carry their badges in a manner in which the badge is readily visible when an electronic control device is displayed. Department identification cards shall be carried and accessible at all times when on duty.
6. Officers shall at all times handle their duty electronic control device as prescribed by department rules, policies, procedures and training.
7. Officers are prohibited from carrying a duty electronic control device while under the influence of any mind-altering substance. It is the responsibility of the officer to notify his/her supervisor or Local State Director of use of mind-altering substances.

E. Training

1. Officers will receive orientation and training regarding the use of the electronic control device, its affects, means of delivery, and first aid to be administered. This will be included in the officer's file before being authorized to use an electronic control device
2. Only parole/probation officers who have completed the prescribed course of instruction are authorized to carry an electronic control device.
3. Officers will receive training, at least annually, on the office's use of force policy and the proper use of electronic control devices, and will demonstrate a proficient knowledge of their use.
4. An officer failing to demonstrate proficiency shall not be authorized to use an electronic control device until remedial training has been completed.

F. Authorized Equipment

1. Only electronic control devices and cartridges approved and/or issued by the department may be carried while on duty pursuant to this policy.
2. Holsters must be approved by the Local State Director and force skills instructor for use in carrying the officer's duty electronic control device.
3. Any optional equipment must be approved, in advance, by the Local State Director and force skills instructor.

G. Use of the Electronic Control Device:

1. Only properly functioning and charged electronic control devices shall be used.
2. The electronic control device will be worn in a holster on the opposite side of the officer's duty firearm. Exceptions must be approved by the force skills supervisor.
3. The electronic control device should not be deployed near flammable liquids or fumes including chemical-based OC spray.

H. Blood Borne Pathogens

When a person has been exposed to a blood or body fluid resulting from the use of an electronic control device, universal precautions shall be implemented as described in the department's policy on **Bloodborne Pathogens** (20.6.7).

I. Reporting

Any officer involved in the discharge of his/her electronic control device in a situation other than training shall immediately report the incident, in accordance with the department's rule on **Use of Force (Community Corrections)** (OAR 291-022).

J. Administrative Review

1. An officer may request an administrative review of a denial/revocation decision by the Local State Director. Requests for administrative review shall be in writing and submitted to the Assistant Director of Community Corrections within 30 calendar days from the date of the written decision or shall be considered waived.
2. The Assistant Director of Community Corrections shall render his/her decision, in writing, within 30 calendar days of receipt of the request. The Assistant Director of Community Corrections' decision shall be promptly communicated to the employee in writing. Copies of the decision shall be distributed to the Local State Director.

IV. IMPLEMENTATION

This policy will be adopted immediately without further modification.

Certified: _____
signature on file
Birdie Worley, Rules Coordinator

Approved: _____
signature on file
Brian Belleque, Deputy Director