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|  | Houston Independent School District Police Department Directives | DIRECTIVE: 450-001 |
| | | EFFECTIVE DATE: May 28, 2013 |
| | SUBJECT: Response to Resistance | REVISED DATE: July 21, 2022 |

POLICY

The Houston Independent School District Police Department places its highest value on the life and safety of its employees and community members. Employees are authorized by law to use force to protect themselves or others, effect an arrest, or maintain custody of those arrested. When dealing with members of the community, suspects, or prisoners, employees must use only the amount of force reasonably necessary to protect themselves or others, to effect an arrest, or to bring an incident under control, even if under the circumstances the law would allow the use of greater force.

The Houston Independent School District Police Department's policy is that sworn officers may use only that amount of force reasonably necessary to effect lawful objectives. All officers shall use the Response to Resistance Continuum as defined in this directive.

DEFINITIONS

Active/Intermediate Resistance: The subject displays the intent to harm the officer, themselves, or another person and prevent an officer from placing the subject in custody and taking control. The aggression may manifest itself through a subject taking a fighting stance, violently pulling away, punching, kicking, striking, attacking with weapons, or other actions which present an imminent threat of physical harm to the officer or another.

Aggravated/High Resistance: The subject's actions are likely to result in serious bodily injury or death to the officer or another. These actions may include, but are not limited to; presence or use of a firearm, use of a blunt or bladed weapon, or extreme physical force

Bodily Injury: An injury causing physical pain, illness, or impairment of any bodily member or organ's function.

Deadly Force: Force intended or known to cause or in the manner of its use or intended use is capable of causing death or serious bodily injury.

Discharge of a Conducted Energy Device (CED): For purposes of this directive, the firing of a CED, whether intentional or accidental, unless specified otherwise. This term includes using a CED in a *drive-stun* manner.

Firearm: For purposes of this directive, any handgun, rifle, or shotgun (not including soft-impact weapon).

Force: Force is meant to describe actions taken to compel a person to comply with law enforcement objectives.

Incident Report: An incident report is required on all incidents which result in a documented R2R. An incident report shall be completed according to the agency's requirements having primary jurisdiction

(i.e., Houston, Bellaire, etc.) regardless of whether an arrest was made.

Intermediate Weapons: Within the context of this directive, intermediate weapons include:

- a) Baton
- b) Oleoresin capsicum (OC) Foam/Gel
- c) Soft-impact weapon (e.g., beanbag shotgun)
- d) Conducted energy device (CED) (e.g., stun gun or TASER®)

Involved Officer: An officer (regardless of rank) who used *reportable force*.

On-Duty Supervisor: For purposes of this directive, an on-duty supervisor is on duty and did not use reportable force.

Passive/Low Resistance: The subject is not complying with an officer's commands and is uncooperative but takes only minimal physical action to prevent an officer from placing the subject in custody and taking control. Examples include standing stationary and not moving in the lawful direction, falling limp, refusing to use their power to move (becoming "dead weight"), walking or running away, breaking the officer's grip, or holding onto a fixed object.

Reportable Force (RF): Reportable force (RF) requires specific notification and documentation of the RF incident.

Serious Bodily Injury: An injury that creates a substantial risk of death or causes death, permanent severe disfigurement, or protracted loss or impairment of any bodily member or organ's function.

Soft-Impact Shotgun: A distinctly marked shotgun designated for the exclusive use of soft-impact munitions.

Soft Hand Control: Use the hands or other parts of the body in a non-striking manner to overcome resistance; techniques with a low potential of injury to the subject. Examples include joint locks, non-striking pain-compliance techniques, "come-along" techniques, and takedowns.

Strong Hand Control: Use of the hands or other parts of the body strikingly to overcome resistance; techniques that have a potential of minor injury or temporary stunning the subject's mental state. Examples include punches and kicks, pressure point strikes, and knee and elbow strikes

RESPONSE CONTINUUM

The Response Continuum is a concept used in incident handling that simultaneously recognizes the level of subject resistance encountered and the level of control required for the situation. It is an overview that does not direct a particular officer on how much control to use in a particular situation. It gives direction in the escalation and de-escalation of resistance and the escalation and de-escalation of control necessary in police incidents. It explains that many variables are involved in situations where an officer must control a subject.

Skillful use of the options identified in the Response Continuum decreases the necessity to respond with physical control techniques. It increases the probability of bringing the incident to a successful conclusion. The physical control techniques used may range from the use of handcuffs in an arrest, strikes with an

impact weapon, or the use of a firearm. In all cases, the Houston Independent School District Police Department dictates that only reasonably necessary control techniques are justified. Any use of control techniques above that would be unjustified, and the officer will be subject to an internal investigation.

Where there is no apparent need to take a suspect into immediate physical custody, officers should utilize tactics designed to de-escalate the situation and facilitate a safer resolution whenever reasonably possible. The use of delaying tactics to obtain more favorable physical cover and additional officer presence is encouraged, as long as the safety of the officer, citizens, and the subject is not compromised in doing so.

All reporting provisions of this document apply to both on and off-duty situations. This directive applies to all Houston Independent School District Police Officers.

GENERAL RESPONSE TO RESISTANCE (R2R) PRINCIPLES

An R2R must be objectively reasonable based on the totality of the circumstances. The circumstances justifying the initial R2R may change during an event. All employees must constantly assess the situation and adjust the R2R accordingly. Employees who use force against any person must detail the specific reasons for using such force.

Civilian employees are not permitted to carry any intermediate weapon or firearm in the performance of their duties. Officers shall not display any intermediate weapon or firearm in an unprofessional or unsafe manner. Anytime an employee uses reportable force, whether on duty, off duty, or at extra employment, an on-duty supervisor must be notified.

DUTY TO INTERVENE

Any employee present and observing another employee using force beyond that which is reasonable under the circumstances shall, when in a position to do so, safely intercede to prevent the use of such force. Employees shall immediately report these observations to an on-duty supervisor.

PROPER UTILIZATION OF INTERMEDIATE WEAPONS AND FIREARMS

Unless an officer has a reasonable belief there is an imminent threat of serious bodily injury or death to the officer or another person; the officer shall not use weapons for which the officer has not received requisite training or provide weapons to others to use when such persons have not received requisite training.

USE OF DEADLY FORCE

The use of deadly force shall be limited to those circumstances in which officers reasonably believe it is necessary to protect themselves or others from the imminent threat of serious bodily injury or death. Officers shall consider their immediate surroundings and the safety of uninvolved persons before using deadly force.

Officers shall not justify the use of deadly force by intentionally placing themselves in imminent danger.

Officers are prohibited from using firearms in the following manner:

- a) Firing warning shots
- b) Firing at fleeing suspects who do not represent an imminent threat to the life of the officer or another person
- c) Firing at suspects whose actions are a threat to only themselves (e.g., attempted suicide)

MOVING OR FLEEING VEHICLE

Officers must be mindful that it is doubtful that a firearm will disable or stop a vehicle. Furthermore, disabling the driver of a moving vehicle creates unpredictable circumstances that may cause the vehicle to crash or injure other officers or uninvolved persons. Persons in the vehicle or the area who pose no threat are also placed at risk when an officer discharges a firearm at an approaching vehicle.

When confronted with a potential suspect in a moving vehicle, officers must be mindful of any available cover and concealment. Moving to a position of tactical advantage maximizes officer safety and minimizes the need to use deadly force.

Accordingly, officers shall not discharge a firearm or soft-impact weapon *at* a moving vehicle unless a person in the vehicle immediately threatens the officer or any other person with serious bodily injury or death by means other than the vehicle itself. An officer in the path of an approaching vehicle shall attempt to move to a position of safety rather than discharging a firearm or soft-impact weapon at the vehicle or any of the vehicle's occupants.

In the rare and exigent circumstance, as viewed from a reasonable officer's perspective, where the vehicle is being used as a deadly weapon with the apparent intent to inflict or cause serious bodily injury or death immediately, the use of deadly force would be authorized. Officers shall not discharge a firearm or soft-impact weapon *from* a moving vehicle.

INTERMEDIATE WEAPONS

Before carrying or using any intermediate weapon, the Training Sergeant must verify the officer is certified with the intermediate weapon. The Training Sergeant is responsible for maintaining a list of approved intermediate weapons and carrying devices.

Intermediate weapons shall be carried or used as issued or authorized by the department. No changes, alterations, or modifications are permitted. It is within the officer's discretion to determine when an intermediate weapon is necessary and which intermediate weapon is appropriate for the situation.

Batons

Personnel who carry the expandable baton shall complete a training course before carrying the expandable baton and complete a recertification training course every two years. All forms documenting the completion of training shall be placed into the individual file of the officer. Any certified officer in the use of the expandable baton shall forward documentation to be on file with the HISD Police Department Training Division. The HISD Police Department Training Division must approve expandable baton training.

Officers shall always carry a baton when:

- a) Responding to disturbance calls
- b) Working an event where there are a large number of persons

Supervisors responding to situations requiring a baton are responsible for ensuring each officer at the scene complies with this policy.

Expandable batons shall be within 16 inches to 31 inches and be carried in an approved expandable baton holster. Only authorized Special Response Group Certification personnel may carry a wooden baton during special circumstances/incidents.

Unless deadly force is warranted, baton strikes shall be made only to areas of the body below the shoulders and only with the degree of force necessary to counter resistance or establish control of the suspect. Additionally, some circumstances occur in which flashlights may also be used as batons. Strikes made with flashlights must be made in accordance with the same guidelines as those made with batons.

OC Spray

The department does not furnish officers with OC Gel/Foam or related equipment. However, once certified for on-duty use, officers are authorized to carry OC gel/foam and related equipment approved by the Training Sergeant. Uniformed officers carrying OC shall store canisters on their duty belts in an appropriate case. The strength of the Capsicum is not to exceed 1.45%. ***The deployment of OC Gel/Foam is not authorized on any students in elementary schools or on Special Education students.***

Personnel who carry the oleoresin capsicum foam/gel shall complete a course of training before carrying the chemical agent. All forms documenting the completion of training shall be placed into the individual file of the officer. Any officer who is certified in the use of oleoresin capsicum foam/gel before their employment with the HISD Police Department will not be allowed to carry OC foam/gel until they have completed an approved course recognized by the HISD Police Department. OC foam/gel recertification is every two years with four hours of classroom training. Exposure is not required.

Oleoresin Capsicum Foam/Gel deployment shall be governed by the R2R Continuum and follow all policy and procedures. Any unauthorized discharges, other than accidental discharges, shall lead to disciplinary actions.

Oleoresin Capsicum Foam/Gel (OCF) may be used when:

- a) All verbal commands have failed.
- b) The violator/suspect has failed to comply with the officer's attempt to arrest and restrain, and the officer cannot control the resistance.

When an officer deploys OC spray, the officer will;

- a) When possible, personnel should engage the subject downwind only.

- b) The officer should maintain a safe distance from the subject immediately after deploying the foam to prevent cross-contamination.
- c) The officer should aim towards the subject's eyes, nose, and throat area.
- d) The officer should continue to give the subject verbal directives after immediately deploying the gel/foam towards the subject.
- e) The use of the OCF should be avoided when the possibility of excessive cross-contamination weighs greater than it intended to use on the subject.
- f) The suspect should be placed in hand restraints after being sprayed by the foam as soon as possible.
- g) In the likelihood that OCF does not perform as expected or that the gel/foam is not sufficient for arrest and control, the officer should be immediately prepared to use other R2R options.
- h) The officer shall facilitate or render medical assistance and contact EMS to the suspect or any other subject purposely and accidentally sprayed.
- i) The shift supervisor shall be immediately contacted by the Communications Center after the deployment of OCF.
- j) The officer shall generate a report/supplement report and complete the HISD Police R2R Form# 0040.

SOFT-IMPACT WEAPONS

Soft-impact weapons shall be assigned to and stored in a designated patrol sergeant's vehicle on each shift. The patrol sergeants shall inspect the soft impact weapon for damage as part of their daily vehicle inspection. An officer may check out a soft impact weapon if there is one available. Those officers that choose to check out a soft-impact weapon shall notify the dispatcher at the beginning of their shift.

Sergeants and officers assigned or who check out a soft-impact weapon shall inspect the soft-impact weapon before signing on duty. If the sergeant or officer observes any new damage, missing parts, or defective equipment, the sergeant or officer, as applicable, shall notify their supervisor before signing on duty.

Unless deadly force is warranted, officers shall not target soft-impact weapons for munition impacts above a person's shoulders. When a unit is assigned soft-impact weapons, the appropriate captain will ensure the weapons are correctly maintained.

CONDUCTED ENERGY DEVICES (CED)

For detailed information on the policies and procedures regarding CEDs, see Directive 440-006 **Conducted Energy Devices**.

REPORTABLE FORCE

Reportable force (RF) does *not include* mere police presence, the presence of a K-9, verbal commands, handcuffing, or escorting without resistance, or when an OC device is pointed at a person.

Reportable force *includes, but is not limited to*, the use of any of the following:

- a) **Empty hand tactics** (e.g., grabbing, pushing, pressure points, forcing arms behind back, taking suspects to the ground, leg sweeps). Separating suspects during a fight is not a reportable force incident unless a suspect physically resists the officer and refuses to cease fighting.
- b) **Baton** when a person is struck
- c) **OC deployment** when any one of the following occurs:
 1. Intentionally sprayed in the direction of a person whether contact is made or not made.
 2. Accidentally sprayed, and there is contact with a person
- d) **Conducted energy devices** when any of the following occurs:
 1. It is pointed at a person.
 2. Intentionally discharged and directed at a person whether contact is made or not made.
 3. Accidentally discharged, and a person is struck.
- e) **Soft-impact weapon** when any one of the following occurs:
 1. It is pointed at a person.
 2. Intentionally discharged, except when the discharge is directed toward an animal, and it does not result in bodily injury to any person.
 3. Accidentally discharged and results in bodily injury to any person.
- f) **Firearm** when any one of the following occurs:
 1. It is pointed at a person.
 2. Intentionally discharged, except when the discharge is directed toward an animal, and it does not result in bodily injury to any person.
 3. Accidentally discharged and results in bodily injury to any person.
- g) **K-9 with bites**

h) Interlocking

The interlocking technique shall be used only by trained officers. Officers shall use only approved interlocking devices for this technique. Officers are not authorized to use the interlocking technique on elementary school children.

No changes, alterations, or modifications are permitted to approved leg restraints or interlocking devices.

In all arrest or transporting situations, especially those involving an interlocking technique, employees shall ensure prisoners are placed in a position that enables them to breathe freely and is the most comfortable position possible. Additionally, while officers may use their weight to gain control over a prisoner initially and maintain control if necessary, officers are to use caution that the resulting compression of the chest or abdomen does not interfere with the prisoner's breathing.

WARNING: DO NOT leave the prisoner face down when using the interlocking technique; asphyxiation may occur.

Interlocking is meant only as a temporary measure, and suspects must be released from the interlocked position as soon as it is safe and practical. A prisoner who initially appears to be in little or no distress after being interlocked may still develop respiratory difficulties. Therefore, whenever the interlocking technique is used:

1. A supervisor shall be dispatched to ensure the technique conforms to department policies.
2. The prisoner shall be transported only by a two-officer unit unless otherwise approved by a supervisor.

When the interlocking technique is used, officers shall:

1. Ensure at least 12 inches between the interlock (wrist to ankle).
2. Constantly ascertain the prisoner's condition.
3. Maintain verbal contact with and keep a close watch on the prisoner.

NOTIFICATION OF REPORTABLE FORCE

Anytime an involved officer uses reportable force, whether on duty or off duty, including during extra employment, *an on-duty supervisor shall be notified* as set forth below.

ON-DUTY SUPERVISOR RESPONSE REQUIRED

Upon notification of a reportable force incident, the on-duty supervisor shall respond and proceed immediately to the scene unless one of the exceptions listed below applies. However, an on-duty supervisor is always required to respond when interlocking is used.

An on-duty supervisor is not required to respond to the scene in the following circumstances:

- a) **Pointing/Empty Hand Exception** applies when reportable force solely involves an officer:
 1. Pointing a CED, soft-impact weapon, and a firearm at a single person or multiple persons
or;
 2. Using empty hand tactics *and all* the following apply:
 - There is no visible injury
 - The person does not lose consciousness
 - The person does not complain of any bodily injury
- b) **Extra Employment Exception.** When a reportable force occurs while an involved officer is working extra employment and only if *all* the following apply:
 1. A Houston Independent School District Police Department supervisor is working extra employment at the same location.
 2. The involved officer immediately notifies that supervisor.
 3. That supervisor did not use reportable force.
 4. The reportable force does *not* involve the discharge of a soft firearm impact weapon or result in serious bodily injury to any person.

REPORTING PROCEDURES RESPONSIBILITIES

Involved Officer's Responsibilities

Requesting Medical Personnel:

Anytime an involved officer uses reportable force (whether on duty or off duty or during extra employment), the involved officer shall immediately request medical personnel to the scene when any of the following occurs:

- a) A person sustains any bodily injury from the discharge of a firearm.
- b) A person sustains a serious bodily injury.
- c) A munition from a soft-impact weapon strikes a person.
- d) A person is sprayed with OC.
- e) A CED darts a person in the head, neck, groin area, or breast (male or female), or the person sustains physical trauma indirectly associated with the CED use (e.g., injuries from falls).
- f) As otherwise needed.

If the involved officer cannot request medical personnel as set forth above, the most senior officer at the

scene shall make the request.

On Duty

If an RF occurs when the involved officer is on duty, the involved officer shall immediately *notify the on-duty supervisor*.

Off Duty Including Extra Employment

If an RF occurs when the involved officer is off duty (including extra employment), the involved officer shall *immediately notify dispatch* unless the Extra Employment exception applies.

Off Duty Reporting Procedures: (Including Extra Employment)

If the RF occurs when the involved officer is off duty, including extra employment, the involved officer shall *immediately* do both of the following:

- a) Contact the law enforcement agency having jurisdiction.
- b) Notify HISD dispatch of the incident.

The involved officer shall verify whether an on-duty supervisor will or will not be responding to the scene.

When the Extra Employment exception applies, dispatch does not have to be notified; however, the involved officer shall immediately inform the HISD Police Department supervisor working at the same location of the incident.

When the Pointing/Empty Hand or Outside COH exception applies, the involved officer shall notify an on-duty supervisor as soon as possible.

If an injury is not apparent at the time of arrest and the arresting officer is made aware of it later, that officer shall immediately notify an on-duty supervisor.

COMMUNICATIONS DIVISION'S RESPONSIBILITIES

When the communication division receives the notification of an RF, dispatch shall:

- a. Immediately notify an on-duty supervisor assigned to patrol.
- b. Upon receiving notification of an RF incident occurring *when the involved officer is off duty, including extra employment*, the dispatcher shall immediately notify an on-duty supervisor assigned to patrol or investigations, as applicable, unless the Pointing/Empty Hand exception applies.
- c. Dispatch shall immediately notify the employee's captain when any one of the following RF incidents occurs:
 1. A firearm is discharged.
 2. A soft-impact weapon is discharged.

3. A CED if either of the following:
 - Intentionally discharged and directed at a person whether contact is made or not
 - Accidentally discharged and a person is struck
4. A person sustains serious bodily injury.

SERGEANT'S RESPONSIBILITIES

The supervisor who responds to the scene shall first check to see if anyone is injured and ensure the injured are treated.

The supervisor shall *immediately* contact a captain when any one of the following occurs:

- a) A firearm is discharged.
- b) A soft-impact weapon is discharged.
- c) A CED is discharged.
- d) A person sustains serious bodily injury.

WHEN AN ON-SCENE RESPONSE IS REQUIRED

When an on-duty supervisor is notified and required to respond to an RF incident as provided herein, the on-duty supervisor shall do all the following:

- a) Review each involved officer's incident and supplement the report.
- b) Review all applicable R2R form(s).
- c) Complete the *R2R After-Action Report*.

WHEN AN ON-SCENE RESPONSE IS NOT REQUIRED

If an on-duty supervisor is not required to make the scene of an RF incident as specifically provided in this directive (i.e., the Pointing/Empty Hand, Extra Employment, or Outside COH exception), yet, an on-duty supervisor does respond to the scene; the on-duty supervisor is *not* required to complete a supplement to the original incident report.

When an on-duty supervisor is notified of an RF that falls within the Pointing/Empty Hand exception or Outside District exception, the on-duty supervisor that the involved officer notifies shall do all the following:

- a) Review each involved officer's incident and supplement the report.
- b) Review all applicable R2R form(s).

- c) Complete the R2R *After-Action Report*.

Under the "Supervisor's Responsibilities" subsection, the review and documentation requirements are the responsibility of the on-duty supervisor notified of the RF.

SUPERVISOR WORKING EXTRA EMPLOYMENT WITH AN INVOLVED OFFICER

When the Extra Employment exception applies, the HISD Police Department supervisor who is working extra employment with the involved officer and who is notified of the RF shall do all the following:

- a) Review each involved officer's incident and supplement the report.
- b) Review all applicable R2R form(s).
- c) Complete the R2R *After-Action Report*.
- d) Complete a supplement to the original incident report. However, a supplement report does not have to be completed by the supervisor if the RF solely involves:
 1. The involved officer pointed a CED, soft-impact weapon, or firearm at a single person or multiple persons *and*;
 2. The involved officer used empty hand tactics when *all* the following apply:
 - There is no visible injury.
 - The person does not lose consciousness.
 - The person does not complain of any bodily injury.

In addition to the notification requirements set forth above, anytime the on-scene investigation reveals violations of department policy regarding the R2R, the supervisor shall contact the Assistant Chief for direction.

CAPTAIN'S RESPONSIBILITIES

The captain of the supervisor who completed an R2R *After-Action Report* shall complete a review of the *After-action Report* within five *calendar* days after the time of receipt.

ASSISTANT CHIEF'S RESPONSIBILITIES

The assistant chief will review all R2R documentation to ensure appropriate action is taken if deemed necessary (e.g., additional training for the involved officer). Furthermore, if training opportunities are noted on the R2R *After-Action Report* or attachment, the assistant chief shall ensure a copy of the R2R *After-action Report* and attachment is submitted to the division commander of the Training Division.

DOCUMENTATION OF REPORTABLE FORCE

Required Documentation:

Unless the Pointed Weapons exception applies, each involved officer that uses RF shall do all the following:

- a) Complete an original or supplement incident report, as applicable.
- b) Complete the *R2R* form.
- c) Thoroughly document the suspect's actions and the officer's response.

The documentation requirements include when an officer uses RF while on duty or off duty, including during extra employment.

DETAILS WITHIN THE INCIDENT REPORT AND SUPPLEMENTS

Incident reports involving RF shall contain the following information:

- a) The name and employee numbers of:
 - b) All employees on the scene at any time during the R2R incident.
 - c) The on-duty supervisor who responded to the RF incident or the on-duty supervisor was notified when an on-scene response was not required.
 - d) The unit number of responding medical personnel, if applicable.
 - e) The employee's specific reasons for using force. The documentation shall thoroughly explain what force was used and why. This shall include a detailed description of all the officer's actions and the person against whom the force was used. The report shall not be simplified to conclusory statements (e.g., the suspect was acting crazy, resisting, combative, making a furtive gesture). Instead, a detailed description of the suspect's specific action(s) that led to the amount of force used shall be included (e.g., the suspect was punching, kicking, pushing, twisting/pulling away).
 - f) The part of the person's body receiving the strike hit, spray, or injury.
 - g) Location on the person's body of any known injury, even if the injury was not obtained as part of the incident.
 - h) Any other pertinent information related to any offense committed.
 - i) If more than one officer uses force on a single suspect, each officer who used force shall write their supplement report to the primary officer's original incident report unless the Pointed Weapons exception applies.

REVIEW AND COMPLETION OF REPORTS

Officers Responsibilities

If an RF occurs when the involved officer is on duty, the incident report and *R2R* form shall be completed before the end of the involved officer's shift.

Off Duty Including Extra Employment

If an RF occurs when the involved officer is off duty, including during extra employment, the involved officer shall do *one of the following*:

- a) Immediately complete an incident report and *R2R* form
- b) Immediately provide the requisite information to the department by any method approved by the department so that an incident report and *R2R* form can be completed immediately. When the involved officer provides the requisite information using this option, the involved officer shall review the incident report and *R2R* form and make any necessary corrections at the first opportunity upon returning to duty.

Supervisors

Within five *calendar* days after an RF incident, the supervisor, as indicated in the "Supervisor's Responsibilities" subsection, shall:

- a) Review the incident report and *R2R* form to ensure the incident was properly documented and in compliance with department policy
- b) Complete the *R2R After-Action Report*

Upon completing the above requirements, the supervisor shall forward the documentation to the assistant chief through the supervisor's chain of command.

POINTED WEAPONS EXCEPTION TO COMPLETING AN INCIDENT REPORT AND R2R FORM

When the RF *solely* involves pointing a CED, soft-impact weapon, or firearm at a single person or multiple persons *and multiple involved officers are* on the same call, the RF may be documented in one incident report and one *R2R* form completed by the primary officer. When the Pointed Weapons exception applies and one officer completes the documentation, this officer shall complete both the standard *R2R* and the Multi-weapons Drawn forms.

Additionally, when the Pointed Weapons exception involves pointing any of the weapons above at multiple persons, the officer completing the documentation (i.e., the incident report and *R2R* forms) shall do all of the following:

- a. A list identifying each person or suspect a weapon was pointed at. Each person must be listed on the *Multi-weapons Drawn* form.
- b. List all officers who used this type of RF on the *Multi-Weapons Drawn* form.

- c. Document the other persons' (e.g., suspects) identifying information within the narrative of the incident report.

For clarification regarding the Pointed Weapons exception, see the following examples:

Example 1: Two officers are dispatched and respond to the same call. While on the same call, one officer (Officer A) points a firearm at one person (Person 1) and another officer (Officer B) points a soft-impact weapon at a different person (Person 2). Only one incident report, one *R2R* form, and one *Multi-Weapons Drawn* form need to be completed by one of the involved officers. If the officer completing the documentation provides the information of Person 1 on the *Multi weapon Drawn* form, the officer then must also document the information of Person 2 within the narrative of the incident report.

Example 2: Multiple officers respond to the same call in which one officer (Officer A) points a firearm at a person, and another officer (Officer B) uses RF other than pointing a CED, soft-impact weapon, or firearm at a person. Officer B must document his RF in an incident report and an *R2R* form. Furthermore, Officer B may also document Officer A's use of RF in the same incident report. Since the Pointed Weapons exception applies, Officer B would also have to complete the *Multi-Weapons Drawn* form.

Example 3: Three officers are on a scene attempting to apprehend a suspect after a fresh pursuit. Officer A is the primary unit, and the secondary unit consists of Officers B and C, who are riding together. All three officers maintain a position of advantage and point their firearms in the suspect's direction. Officer A establishes verbal communication with the suspect. Eventually, the suspect complies with Officer A's verbal commands, exits the vehicle, and is taken into custody. The primary unit (Officer A) is responsible for completing the original incident report and *R2R* form. The use of RF (i.e., pointing a firearm at a person) by Officers B and C may be documented in Officer A's original incident report and the *Multi Weapons Drawn* form.

When the Pointed Weapons exception applies, each involved officer who solely pointed a CED, soft-impact weapon, or firearm at any person shall provide his name, employee number, and assignment to the officer completing the incident report and *R2R* form.

Furthermore, when the Pointed Weapons exception applies, the officer completing the incident report and *R2R* form shall list all involved officers' names and employee numbers who pointed their CED, soft-impact weapon, or firearm at any person. The officer shall also thoroughly document the suspect's actions and officers' response and document which on-duty supervisor was notified of the RF.

LATERAL VASCULAR NECK RESTRAINT/CHOKEHOLD

The Houston ISD Police Department prohibits lateral vascular neck restraint and chokehold. The lateral vascular neck restraint (LVNR) and any chokeholds are not authorized to hand control techniques and will not be used except when deadly force would be authorized.

PROCESSING A PRISONER

Officers shall notify an on-duty supervisor before booking a prisoner who has been injured, struck, hit, or sprayed by any weapon or other form of force causing bodily injury. Such prisoners shall not be booked into any lockup facility unless approved by that supervisor.

R2R BY CIVILIAN EMPLOYEES

If a civilian employee uses force against a person while on duty, the civilian employee shall immediately notify the civilian employee's supervisor or another divisional supervisor. If the R2R occurs in a jail facility, an on-duty jail supervisor shall be notified immediately. If the on-scene investigation reveals violations of department policy regarding the R2R, the supervisor shall contact the Internal Affairs Unit.

Civilian employees using any form of force shall document the incident according to departmental procedures. The on-duty supervisor notified of an R2R incident by a civilian employee shall ensure an incident report or other departmental documentation is completed as required.

TRAINING

All training and proficiency will be documented and conducted by instructors having the appropriate certification for the weapon or tactic. Only personnel who have completed training and demonstrated proficiency specific to each weapon/restraint are authorized to carry/use the weapon. This includes initial certification and recertification.

On an annual basis, all personnel authorized to use a weapon will be retrained in the proper use of that weapon and demonstrate proficiency. This includes OC foam/gel, less-lethal munitions, expandable batons, and firearms. Firearms specifications, training, and qualifications are covered under directive 430-001.

ANNUAL ANALYSIS

Reports required by this section will be reviewed and analyzed by the designated command staff member annually to determine trends that could indicate training needs, equipment upgrades, and policy modifications. The Chief of Police will complete an R2R Analysis by March 1 of each year for data collected from the preceding year.

Approved By


Pedro Lopez Jr., Chief of Police