



William D. Gore  
Sheriff

*San Diego County*

**SHERIFF**

## LINE-UP TRAINING

### Use of Force Reporting Procedures

### Topic # 08

*After discussing/reviewing the below training material in line-up (briefing), sworn staff shall sign off as completed in LMS. In the event a staff member is not present when this topic is discussed in line-up, they shall independently read, review, and complete the training.*

*Completion of this line-up training topic includes reviewing the associated standardized presentation available on the DTU SharePoint site ([#08 Standard Presentation](#)).*

*By clicking "Yes" to "Have you completed this activity?" in LMS, you are attesting that you have viewed, read, and completed the training activity.*

#### I. PURPOSE

The purpose of this training is to familiarize staff with department approved procedures for reporting incidents of use of force.

#### II. POLICY

During the course of their official duties, Detention Services Bureau personnel may use physical force to the extent that is necessary and objectively reasonable to effect an arrest, prevent escape, overcome resistance, and maintain or restore order. Personnel shall use the Department approved techniques, equipment and tactics in controlling the inmate or incident.

This training is conducted in adherence to [Department P&P Section Addendum F](#) and [DSB P&P Section I.89-Use of Force](#).

#### III. DISCUSSION

Staff shall review and discuss the following topics and procedures related to use of force reporting as described in [Department P&P Section Addendum F](#), [DSB P&P Section I.89-Use of Force](#), and related facility specific green sheets.

##### A. DEFINITIONS

Staff shall review and discuss the following terms and definitions as described in department and detention policies.

1. General definitions/terms (refer to [Department P&P Section Addendum F](#))



- a. Arm guidance
  - b. Controlling force
  - c. Physical force
  - d. Reasonable force
  - e. Deadly force
  - f. Unreasonable or excessive force
2. Levels of resistance
    - a. Verbal noncompliance
    - b. Passive resistance
    - c. Active resistance
    - d. Assaultive behavior
    - e. Aggravated active aggression
  3. Principles of control
    - a. Deputy presence
    - b. Verbal direction or redirection
    - c. Non-lethal chemical agents
    - d. Hands-on control
    - e. Intermediate weapons
    - f. Lethal force
  4. Force
    - a. Physical action applied to the body of another to overcome resistance and achieve control or compliance.
    - b. Includes the pointing of any weapon designed to fire a projectile and any incident involving the actual or attempted detention of a subject at gunpoint (defined as holding the barrel of the weapon on target).
  5. Serious injury

## B. REPORTING PROCEDURES

Staff shall review and discuss the following reporting procedures as described in department and detention policies.

1. Requirement to verbally inform supervisor
2. Complaints of injury to subject
  - a. Notifications to supervisors
  - b. Supervisor follow-up
3. NetRMS reporting requirements. Documentation to include:
  - a. The reason force was used
  - b. Type of force used
  - c. What were the effects of the use of force?



- d. What negative effects would have occurred if force were not used?
  - e. Subsequent actions by the deputy
  - f. Supervisor/investigating deputy interviews
  - g. Photographs
  - h. Requirements if serious bodily injury
  - i. Disparate reports
  - j. Requirements of the Supplemental Use of Force Report (S0-120 Form)
4. Approval and filing of records/reports
    - a. Video footage (if available)
    - b. Review via chain of command
    - c. Follow-up investigations
- C. USE OF FORCE BY PRISONER TRANSPORTATION DETAIL PERSONNEL
1. Use of force occurring within a detention facility
  2. Use of force occurring outside a detention facility
  3. Use of force occurring in route to outside agencies
- D. REVIEW PROCESS
1. Division of Inspectional Services (DIS)
  2. Critical Incident Review Board (CIRB)

# #08 USE OF FORCE REPORTING PROCEDURES

Detention Service Bureau, Detention  
In-Service Unit

1

## PURPOSE

- The purpose of this training is to familiarize staff with the Department approved procedures for reporting Use of Force.

2

## POLICY

- ▣ This training is conducted in adherence to Department Policy and Procedure Addendum F and Detentions Policy and Procedure section I.89 Use of Force.
- ▣ During the course of their official duties, Detention Services Bureau personnel, may use physical force to the extent that is necessary and objectively reasonable to effect an arrest, prevent escape, overcome resistance, and maintain or restore order. Personnel shall use the Department approved techniques, equipment and tactics in controlling the inmate or incident. *(see I.89 Use of Force).*

3

## POLICY (Continued)

- ▣ It shall be the policy of this Department whenever any Deputy Sheriff, while in the performance of his/her official law enforcement duties, deems it necessary to utilize any degree of physical force, the force used shall only be that which is **NECESSARY** and **OBJECTIVELY REASONABLE** to effect the arrest, prevent escape or **OVERCOME RESISTANCE**.
- ▣ Deputies shall not lose their right to self-defense by the use of reasonable force to effect the arrest, prevent escape or overcome resistance *(see 835(a) P.C.)*.

4

## POLICY (Continued)

- ▣ Deputies shall utilize appropriate control techniques or tactics which EMPLOY MAXIMUM EFFECTIVENESS WITH MINIMUM FORCE to effectively terminate or afford the deputy control of the incident. The use of force and subsequent reporting must be in accordance with the procedures set forth in these guidelines (*Policy and Procedures Section 6.48*).

5

## DEFINITION

- ▣ FORCE IS A PHYSICAL ACTION APPLIED TO THE BODY OF ANOTHER TO OVERCOME RESISTANCE AND ACHIEVE CONTROL OR COMPLIANCE. Force includes the pointing of any weapon designed to fire a projectile and any incident involving the actual or attempted detention of a subject at gunpoint (defined as holding the barrel of the weapon on target).

6

## GENERAL DEFINITIONS

- ▣ a. Arm Guidance
- ▣ b. Controlling force
- ▣ c. Physical force
- ▣ d. Reasonable force
- ▣ e. Deadly force
- ▣ f. Unreasonable or excessive force

7

## LEVELS OF RESISTANCE

- ▣ a. Verbal noncompliance
- ▣ b. Passive resistance
- ▣ c. Active resistance
- ▣ d. Assaultive behavior
- ▣ e. Aggravated active aggression

8

## PRINCIPLES OF CONTROL

- ▣ a. Deputy presence
- ▣ b. Verbal direction or redirection
- ▣ c. Non-lethal chemical agents
- ▣ d. Hands-on control
- ▣ e. Intermediate weapons
- ▣ f. Lethal force

9

## SERIOUS INJURY

- ▣ a. Loss of Consciousness
- ▣ b. Concussion
- ▣ c. Bone fracture
- ▣ d. Protracted loss or impairment of function of any bodily member or organ
- ▣ e. Wound requiring extensive suturing, and serious disfigurement.
- ▣ f. The Division of Inspectional Services (DIS) will be notified of serious injury or death.

10



## FORCE

- a. Physical action applied to the body of another to overcome resistance and achieve control or compliance.
- b. Includes the pointing of any weapon designed to fire a projectile and any incident involving the actual or attempted detention of a subject at gunpoint (defined as holding the barrel of the weapon on target).

11

## PROCEDURES

- If the employee determines that the use of force is necessary, he/she shall use only that force which is reasonable for the situation.
- Force shall never be used as a form of punishment or discipline.

12

## REPORTING PROCEDURES

- On every occasion when physical force has been applied to overcome a subject's resistance, deputies (or other employees involved) must verbally inform their supervisor as soon as practical, but no later than the end of shift. THIS INCLUDES THE POINTING OF ANY DEFENSIVE DEVICES as outlined in Detention Policy and Procedures Section I.85.

13

## REPORTING PROCEDURES

- Whenever physical force used by a deputy results in a complaint of injury or an injury of a subject, seek immediate medical evaluation and/or treatment, and notify a supervisor.

14

## REPORTING PROCEDURES

- ❑ All deputies (or other employees) involved in the Use of Force incident must clearly articulate in written form in NetRMS all facts surrounding the incident, including:
  - ❑ The reason force was used.
  - ❑ Type of force used.
  - ❑ What were the effects of the use of force?
  - ❑ What negative events would have occurred if force were not used?
  - ❑ Subsequent action taken by the deputy.
- ❑ Supervisors and/or investigating deputies will make every attempt to identify and interview all identifiable witnesses, including inmates. In all incidents where force is used photographs will be taken of the inmate where force was applied and of any injuries. Photographs of any resulting property damage will also be included.
- ❑ All deputies who witness force resulting in serious bodily injury must document their observations in writing. Professional Staff who witness force resulting in serious bodily injury shall be interviewed. Whenever possible, interviews will be recorded.

15

## REPORTING PROCEDURES

- ❑ All deputies who witness force resulting in serious bodily injury must document their observations in writing. Professional Staff who witness force resulting in serious bodily injury shall be interviewed. Whenever possible, interviews will be recorded.
- ❑ Deputies who only witness force not resulting in serious bodily injury will be listed as witnesses in the primary report.
- ❑ The Facility Commander shall be notified of all disparate reports.

16

## REPORTING PROCEDURES


- ❑ After the use of any restraint equipment, defensive device, impact weapon or chemical agent upon a subject, a MEDICAL EVALUATION is required and the resulting treatment will be documented in the necessary reports.

17

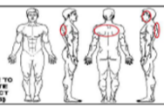
## REPORTING PROCEDURES

- ❑ A San Diego County Sheriff's Department Supplemental Use of Force Report (SO-120) will be completed for each incident documenting all force used.
- ❑ Multiple forms will be used if multiple inmates are involved.

18



### San Diego County Sheriff's Department Use of Force Supplemental

DOF DATE AND TIME 8/13/2019 19:38	EVENT NUMBER E12345678	CASE NUMBER 19123456	DOCUMENT NUMBER 12345	STATION/FACILITY GBDF - George Bailey Detention Facility																																												
INCIDENT DESCRIPTION / OFFENSES Applying Waist Chain to Inmate Jones																																																
SUBJECT'S NAME (LAST, FIRST, MI) Jones, Somebody		DATE OF BIRTH 01/01/1980	ARRESTED <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	SUPERVISOR PRESENT <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																												
DATE/TIME SUPERVISOR NOTIFIED 08/13/2019 19:45																																																
REASONS FOR USE OF FORCE																																																
<input type="checkbox"/> Necessary to effect an arrest		<input type="checkbox"/> Necessary to defend self or another		<input type="checkbox"/> Necessary to prevent escape/rescue																																												
<input type="checkbox"/> Necessary to prevent a violent forcible felony		<input type="checkbox"/> Necessary to restrain for subject's safety		<input type="checkbox"/> Necessary during high-risk incident																																												
<input type="checkbox"/> Delaying Jail Operations		<input type="checkbox"/> Necessary to effect a lawful detention																																														
<input type="checkbox"/> Necessary during riot																																																
SUBJECT APPEARED TO BE		NUMBER OF OFFICERS ON SCENE		NUMBER OF OFFICERS USING FORCE																																												
<input type="checkbox"/> Under the influence of alcohol and/or drugs		<input type="checkbox"/> Mentally impaired		1																																												
LEVELS OF RESISTANCE ENCOUNTERED																																																
<input type="checkbox"/> NONE (subject cooperated/complied)																																																
<input type="checkbox"/> PSYCHOLOGICAL INTIMIDATION (non-verbal cues indicating subject's attitude or physical readiness to resist)																																																
<input type="checkbox"/> VERBAL NON-COMPLIANCE (subject's expressed unwillingness to comply with the officer's commands)																																																
<input type="checkbox"/> PASSIVE RESISTANCE (represented by a refusal to respond to verbal commands but also offers no form of physical resistance)																																																
<input type="checkbox"/> ACTIVE RESISTANCE (pushing, pulling or running away from the officer to avoid control; not attempting to harm the officer)																																																
<input type="checkbox"/> AGGRESSIVE BEHAVIOR (physical actions of assault)																																																
<input type="checkbox"/> AGGRAVATED ACTIVE AGGRESSION (potential injury or death)																																																
LAW ENFORCEMENT TOOL/TECHNIQUE USED TO GAIN COMPLIANCE OR OVERCOME RESISTANCE (CHECK ALL THAT APPLY)																																																
Verbal Commands: "Face the wall" "Stop turning around."																																																
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Empty Hand Control  <input type="checkbox"/> Grasp, Push, Pull, or Body Weight  <input type="checkbox"/> Control Hold (Duration: )  <input type="checkbox"/> Pressure Point (Duration: ) (# of Contacts: )  <input type="checkbox"/> Force (Body part used: ) (# of Contacts: )  <input type="checkbox"/> TakeDown Type: _____  <input type="checkbox"/> Control (Pressure Unintentional) <input type="checkbox"/> Yes <input type="checkbox"/> No (Duration: )  <input type="checkbox"/> Taser/Device/Weapon  <input type="checkbox"/> OC Agent (Duration: ) (# of Contacts: )  <input type="checkbox"/> Decontaminated <input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Cord Cuff Restraint Device (Duration: )  <input type="checkbox"/> Impact Weapon (if of contacts: )  <input type="checkbox"/> Carbine (Duration: ) (# of Contacts: )  <input type="checkbox"/> Vehicle Portable Stop  <input type="checkbox"/> Weapon Pointed at Subject (Duration: )  <input type="checkbox"/> Type: _____  <input type="checkbox"/> Split Stick (Duration: )  <input type="checkbox"/> Pre-Grand Chair  <input type="checkbox"/> Tactical Shield  <input type="checkbox"/> Other: _____                 </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Less Lethal Weapon System Discharged  <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Discharges</th> <th>Number of Contacts</th> <th>Target Distance</th> </tr> </thead> <tbody> <tr><td><input type="checkbox"/> Pepperball - OC Powder</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Pepperball - Water</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> 37 mm Rifle - Standard</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> 37 mm Rifle - Live Energy</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> 40 mm Rifle - Bean Bag</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> 40 mm Rifle - Sponge</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Taser - Probes</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Taser - Drive Stun</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Stingbat Grenade</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Sound/Light device</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> 15-Gauge Super Snork</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> Ullmann/NOVA Shield</td><td>_____</td><td>_____</td></tr> <tr><td><input type="checkbox"/> MACE/ Bat</td><td>_____</td><td>_____</td></tr> </tbody> </table> <input type="checkbox"/> Firearm  <input type="checkbox"/> Type: _____  <input type="checkbox"/> Other: _____                 </td> </tr> </table>					<input type="checkbox"/> Empty Hand Control <input type="checkbox"/> Grasp, Push, Pull, or Body Weight <input type="checkbox"/> Control Hold (Duration: ) <input type="checkbox"/> Pressure Point (Duration: ) (# of Contacts: ) <input type="checkbox"/> Force (Body part used: ) (# of Contacts: ) <input type="checkbox"/> TakeDown Type: _____ <input type="checkbox"/> Control (Pressure Unintentional) <input type="checkbox"/> Yes <input type="checkbox"/> No (Duration: ) <input type="checkbox"/> Taser/Device/Weapon <input type="checkbox"/> OC Agent (Duration: ) (# of Contacts: ) <input type="checkbox"/> Decontaminated <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Cord Cuff Restraint Device (Duration: ) <input type="checkbox"/> Impact Weapon (if of contacts: ) <input type="checkbox"/> Carbine (Duration: ) (# of Contacts: ) <input type="checkbox"/> Vehicle Portable Stop <input type="checkbox"/> Weapon Pointed at Subject (Duration: ) <input type="checkbox"/> Type: _____ <input type="checkbox"/> Split Stick (Duration: ) <input type="checkbox"/> Pre-Grand Chair <input type="checkbox"/> Tactical Shield <input type="checkbox"/> Other: _____	<input type="checkbox"/> Less Lethal Weapon System Discharged <table border="1" style="width: 100%; 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WAS ADDITIONAL CONTROL OR FORCE NEEDED? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																																
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(Revised 8/13/19 version) Printed By: 040721 Printed: July 9, 2019 - 1:49 PM

19

What occurred after your force? What did the inmate do? What was the result of your force?

Verbal commands, Before, during and after. "Stop resisting!" Be Specific, what did you instruct the subject to do? Did the suspect comply? How?

Photos / Video

20

## REVIEW AND FILING OF RECORDS

- ▣ Use of Force incidents will be documented in NetRMS with supporting DOCUMENTATION, PHOTOGRAPHS and VIDEO FOOTAGE. If no video footage is available, it will be documented in the narrative of the report.
- ▣ All reports documenting the use of force will be reviewed, via the chain of command, to the level of the Facility Commander. Case review entries will be made in NetRMS in the case details. Any supervisor within this chain of command may order that an administrative follow-up be initiated. This order will set forth the degree and nature of follow-up investigation. The approved original of all Crime/Arrest Reports, Deputy's Reports, appropriate medical reports, etc., should be processed according to standard operating procedures in a timely manner and not be withheld pending follow-up investigative reports, or for any other reason.

21

## REVIEW AND FILING OF RECORDS

- ▣ If a follow-up investigation for the use of force is ordered, it may be assigned to detention facility staff, Internal Affairs, or other appropriate investigators. If the investigation is to be assigned to investigators other than detention facility staff, a copy of the assignment request will be routed to the appropriate detention bureau commander

22

## USE OF FORCE OCCURRING OUTSIDE A DETENTION FACILITY

- ▣ If a Deputy uses force on an inmate while enroute to or from a detention facility, the courts or clinics, the deputy shall obtain a medical evaluation and needed treatment for the inmate, and report the incident verbally as soon as possible to the responsible detention facility supervisor and his or her immediate supervisor. The deputy shall complete a Use of Force report and submit it as soon as possible.
- ▣ A. The deputy who used the force shall notify the supervisor at the inmate's destination as soon as practical.
- ▣ B. When force is used on an inmate who is out of a facility temporarily, the resulting reports shall be processed through the Prisoner Transportation Detail.

23

## NETRMS USE OF FORCE RESOURCES

Tip of the Day – Detentions Services Bureau

- ▣ **Officer Reports/Use of Force:**
- ▣ *Deputy Report & Use of force Reporting (DSB) informative example \*NEW\* Video Template-UOF*
- ▣ *Photos:*

*Digital Images and Electronic Media Evidence*

24