

	Operational General Order	11.06 Issued Equipment	PAGE 1 OF 4
	SUBJECT		EFFECTIVE DATE
	Virginia Beach Police Department General Order Chapter 11 - Patrol Operations		10/22/2015
			ORIGINATOR/REVIEW
DISTRIBUTION		Uniform Division	
ALL		CALEA: 22.2.5, 22.2.7, 41.3.4, 41.3.5, 41.3.6	
BY THE AUTHORITY OF THE CHIEF OF POLICE: <i>James A. Coonan</i>			

Purpose

To identify the issued equipment that sworn patrol officers are authorized to wear during the performance of their duties.

Policy (CALEA 22.2.5, 41.3.4)

It is the policy of the Virginia Beach Police Department that its sworn officers are dressed professionally and uniformly and that officers refrain from wearing or utilizing unauthorized or substandard items of personal equipment. Only equipment issued by the Virginia Beach Police Department, or authorized by the Chief of Police, will be worn or utilized. For information regarding specific uniform dress and grooming standards, Officers may refer to General Order 1.06 (Grooming and Dress Standards) or the Uniform Manual. Officers are responsible for the care and maintenance of all issued equipment.

Sworn Personnel will be issued the following equipment from the Department's Uniform and Supply Unit:

Uniforms:

- 1 Coat (all weather)
- 1 Hat - Class A
- 1 Hat - utility ball cap
- 1 Hat - cover
- 1 Rain pants
- 2 Shirts - Class A, long sleeve
- 4 Shirts - Class A, short sleeve
- 4 Pair trousers - Class A
- 2 Shirt - utility work, long sleeve
- 2 Shirt - utility work, short sleeve
- 2 Pair utility work trousers
- 1 Pair class A shoes
- 1 Pair duty shoes or boots
- 1 Tie
- Tie tack
- 1 Flag pin
- Name tags/patches (as required)

Equipment:

- 2 Numbered Badges (Off.) 2 Badges (Sgt. & above)
- 1 Badge for hat
- 1 Badge for ID case (no numbers/rank)
- 1 Badge case
- 1 Gun belt, buckle, belt-keepers
- 1 Magazine pouch
- 1 Pair handcuffs
- 1 Handcuff case
- 1 Radio holder set
- 1 Whistle set
- Glove pouch
- Expandable baton and holder
- 1 Holster
- 1 Firearm
- 1 Pepper spray with holder
- 1 Equipment bag
- 1 Vest – protective body armor
- 1 Vest - traffic
- 1 Flashlight – rechargeable
- 1 Small Surefire Flashlight
- 1 Flashlight - holder
- 1 Flashlight – traffic cone
- 1 Riot helmet
- 1 Gas mask and holder
- 1 Riot wooden baton
- 1 Combat Tourniquet

The Chief of Police, or designee, may issue certain specialized equipment to individual officers as deemed appropriate. This may include, but is not limited to, officers assigned to Mounted Patrol, Marine Patrol, Mobile Tactics, Bicycle Patrol, or the Motorcycle Unit. Officers who are assigned this additional equipment are responsible for the care and maintenance of such equipment.

Additionally, while in the course of assigned duties within a Command, officers may be issued supplementary equipment (radios, alco-sensors, radar, SAGE (Less Lethal) weapons, etc.). Officers who have such equipment assigned to them are responsible for care and maintenance while this equipment is assigned to them. Individual Commands will be responsible for maintaining an assignment log of such equipment.

Member Identification (CALEA 22.2.7 A, B)

All sworn, ancillary, civilian employees (full or part time), volunteers, and auxiliary officers shall be issued an employee identification card in accordance with City of Virginia Beach Administrative Directive 1.14. Member identification cards shall include the name, photograph, and job title of the member.

Sworn members are issued a badge case, identification and certification cards that are to be carried and presented upon request in accordance with General 1.05 (Rules). Uniformed Officers are also issued both metal and cloth nametags which will be legible and visible to the public at all times in accordance with the provisions of the uniform Field Guide.

Issuance of Body Armor (CALEA 41.3.5, 41.3.6)

As the Virginia Beach Police Department is committed to the health and safety of all sworn officers, soft body armor (protective vests) is issued to all sworn personnel. All individuals shall be familiar with the following regarding the issuance/wearing of protective vests:

- All body armor issued must comply with the current minimum protective standards prescribed by the National Institute of Justice and this Department.
- Body armor that is worn or damaged shall be replaced by the Department. The officer shall pay for body armor that must be replaced due to misuse or abuse by the officer.
- Officers should wear only Department-issued body armor. Personally owned body armor may be used if it meets or exceeds the standards that have been set for the Department issued armor. The officer must have written approval to wear the armor from the supervisor of the Uniform and Supply Unit, who will verify the armor meets or exceeds Department standards and has appropriate police badge identification (front) and "Police" markings front and rear. An officer who uses personally owned body armor shall be held responsible for the same maintenance and accountability as Department issued body armor.

Use of Body Armor

- Soft body armor shall be worn by all recruits during the Police Academy.
- Soft body Armor shall be worn during firearms training.
- All officers assigned to a uniform patrol function are required to wear soft body armor both on duty and during off duty employment unless exempt as follows;

1. When the officer has a medical condition approved by the City of Virginia Beach Department of Occupational Health that would preclude wearing body armor.
 2. When the Deputy Chief of Operations determines that circumstances make it inappropriate to mandate wearing body armor.
 3. When the primary duty of the assignment is administrative in nature.
- All officers not assigned to a uniform patrol function are encouraged to wear soft body armor at all times while on duty.
 - Those uniformed officers and detectives who do not wear soft body armor on a regular basis are required to carry it in their police vehicles, away from sunlight, and have it available for immediate use.
 - All officers engaged in high-risk situations will wear soft body armor. High-risk situations for soft body armor can encompass the serving of planned search and/or arrest warrants, conducting drug raids, all SWAT activity, etc. This list is not all inclusive.
 - If body armor is worn over the uniform or civilian clothes, the badge and other identification as a police officer must be visible both front and rear.
 - Officers may wear department-authorized external/outer vest carriers that match the Class A uniform shirt. Those with special medical conditions approved by the City of Virginia Beach Department of Occupational Health and by the officer's command will be issued the external/outer vest carrier. Those officers without such conditions may purchase these external/outer vest carriers at their own expense from Uniform and Supply. Officers who wear the external/outer vest carrier shall ensure that all straps, velcro flaps and zippers are properly fastened, closed and sealed while in contact with the general public, during training events, and at other times deemed appropriate by supervisors, to maintain officer safety and a professional appearance. External/outer vest carriers must be free from fading and/or unserviceability.
 - [REDACTED] certified level of protection. The patrol [REDACTED] will visibly display a cloth badge and a police patch on the front and the word "Police" on both the front and rear (no other markings or patches are authorized). The patrol [REDACTED] will be stored in a department issued carrying bag when not in use. [REDACTED]

Department-approved Combat Applied Tourniquet (CAT)

All officers will be issued a department-approved CAT tourniquet. Officers may carry this item on their duty belts in department approved carriers or holsters, within their protective vest carrier or in a pocket.

While it is not required that officers carry this item on their physical person, they are required to have this piece of equipment with their duty gear and available for immediate use.

Personal Owned Electronic Recording Devices

Members of the Department should be aware that while on duty; any electronic data, video, audio, and/or photographic images, in any format that records events related to an incident is considered evidence and therefore discoverable for purposes of criminal or civil litigation. The lack of litigation does not immune the Department or the member from turning over these recordings. Depending on the circumstances, these recordings could also be obtained by way of a FOIA request. The duty to turn over any video, audio or photographic evidence is not determined by the ownership of the equipment but rather the status of the person (on-duty) who captured it. Captured data from personal recording devices or cameras, as long as they are used on duty by police personnel, would be treated as if they were captured with departmental property.

Personal Video Recording Devices

It is the policy of the Virginia Beach Police Department that no member will carry non-issued video recording devices on duty or while engaged in official duties. The use of cell phones and PDA's that are capable of video or DVR recordings would not be covered under this restriction. However, if a situation arises of an exigent nature that causes a member to utilize a cell phone or PDA to capture events the department member will notify his or her supervisor of the evidence captured on the personal device; a notation will be entered into the written case report of the presence of the evidence and the Department will make arrangements to transfer the stored data from the personal device to a DVD or like medium.

Personal Audio Recording Devices

Members may carry their personal audio recording devices while on duty.

All recordings, video and/or audio, made **on-duty** are subject to FOIA the Library of Virginia's retention schedule, discovery motions, and to mandatory disclosure to defendants/defense attorneys if exculpatory under the provisions of *Brady v. Maryland* (1963). This policy does not preclude a member from taking photographs that are intended to capture historic and personal memorabilia of fellow members that would clearly not be used in any official capacity.