



GENERAL ORDERS		NO:
<b>K-9 Unit</b>		
PAGE 1 OF 15		<b>AUTHORITY:</b> <b>CHIEF CHRISTOPHER J. PREMO</b>
EFFECTIVE DATE: 12/23/2018		AMMENDMENT DATE: N/A

**I. Purpose:**

The purpose of this policy is to provide guidelines for the management and tactical deployment of the Malone Village Police Department canine team.

**II. Policy:**

The purpose of this policy is to provide the Malone Village Police Department canine team (MVPD), and non-canine personnel, with rules and guidelines in the utilization and deployment of canine team, and to provide a clean and understandable procedure for the use of such canine team by this department.

**III. Definitions:**

A. Bite: MVPD canine's teeth make physical contact with a subject that results in any type of skin wound or puncture.

B. Canine Apprehension: Canine team plays a clear role in the capture/ arrest/ surrender or taking into custody of a subject. Apprehension will fall into one of the two following categories:

1. with contact: MVPD Canine physically made contact with a subject.
2. without contact: The presence of the MVPD canine was instrumental in the apprehension of the subject, but the canine never made physical contact with a subject.

C. Canine Coordinator: A representative from the New York State Police (NYSP), with responsibilities of canine training and documentation.

D. Canine Handler: A sworn police officer within the MVPD, that had successfully passed the selection requirements for the position of Police Canine Handler, and is subsequently assigned to the Canine Unit by the Chief of Police.

E. Police Canine (Canine): A dog that has been selected and trained to meet the minimum standards of proficiency, as set forth in the Police Canine Training Standards, which is approved by the MVPD.

F. Police Canine Team: A dog and a handler team that has successfully completed all aspects of training and certification, in their designated areas of utilization, as set forth by the MVPD/ NYSP.

G. Police Canine Trainer: A police officer who is certified by the NYSP, to train police canines and their handlers, in various aspects of canine training.

H. Contact: Any touching of a person by a MVPD Canine, to include but not limited to nudging, scratching, and pawing.

#### **IV. Canine Unit Qualification and Training:**

A. Applicants for the position of police canine handler must have:

1. At least two years of uniform patrol experience, with satisfactory work performance, no negative disciplinary record, and sick/medical leave records.
2. Willingness to remain in the unit for the service life of the dog. This will include from the time the dog is received by the handler, placed into service and until such time that dog becomes unable to be in active service, including but not limited to an injury, illness, death, or by age; any of which disabled the dog from even being placed back into full service for routine canine functions.
3. Willingness, along with family members, to care for and house the canine at the officer's residence, with a secure indoor/outdoor area for the dog, that conforms to the safety of the area, and the safety and wellbeing of the canine.
4. A deep respect for animals in general and a strong desire to work with a canine, and the willingness to care for and train with this animal.
5. The ability to pass designated canine training classes, knowing the physical demands and time requirements needed for successful completion, and the willingness to maintain an acceptable level of proficiency.
6. Be in good physical condition and maintain good physical condition.
7. Adequate report writing skills and a reasonable ability to articulate facts.
8. The ability to work alone, unsupervised, and able to think/act under stressful situations.

B. The handler candidate must pass the selection process, in accordance with established departmental procedures.

C. All department canine teams must meet the minimum requirements for certifications, as set forth in this policy.

**V. Canine Training:**

A. All police canine teams must complete the basic police canine course, as described by the MVPD.

B. All police canine teams must be tested by a certified police canine examiner and pass a performance evaluation before the team can be utilized for police functions.

C. All police canine teams must maintain NYS Police certification.

D. All police canine teams must attend a minimum of 16 hours per month, in a NYS Police approved course of canine in-service training.

E. All police canine teams must attend and pass an annual performance certification at the completion of a 40 hour training week, to ensure the dog is properly responding to commands from the handler and to maintain an acceptable level of performance.

F. A canine team that has not been evaluated by the canine trainer shall be considered uncertified for duty.

G. Evaluation records shall be maintained by the canine handler and submit them when necessary to Chief of Police.

H. All canine training shall be done with personnel approved by the Chief of Police and the canine trainer. There shall be no canine training conducted outside this department unless approved by the Chief of Police.

I. Upon receiving any specific certifications, the canine handler and the canine shall maintain or exceed the level of proficiency that was required to attain there certifications. This level will be required in order to re-certify under those standards.

J. Any canine team that does not meet acceptable levels of performance, will be removed from duty, and receive remedial training, before the team is placed back into service.

K. Untrained canines shall not be used for duty.

L. The canine handler will schedule his/her own monthly training with a certified canine trainer, and notify his/her supervisor of training dates so that the work schedule can be adjusted to accommodate the training. Final approval will be given by the Chief of Police prior to attending any monthly training.

**M. Training with Narcotic Training Aids (NTA):**

1. The K-9 Officer may utilize training aids provided by the U.S. Drug Enforcement Agency (D.E.A.), while adhering to the policies, procedures, rules and regulations as stated by the D.E.A. for the request of Narcotic Training Aids, how they are kept and maintained, and how they are to be destroyed when no longer needed or have exceeded their training use.

a. Narcotic Training Aids- are to be kept, when not being used by the K9 Officer, by the Evidence/Property Custodian in the Evidence Room or the temporary evidence locker. The Training Aids will be kept within a locked container, which only the K9 Officer and evidence custodian will have keys to the container.

b. The Evidence Custodian and K9 Officer will maintain an itemized list of all the Narcotic Training Aid substances by items description and size (weight) via the evidence program and will use the chain of custody in the program anytime the NTA's are removed and/or used for training.

i. A copy of the itemized list will also be placed and maintained in the NTA's container/kit.

c. The K9 Officer will be the only officer authorized to sign out these training aids from evidence. When signing the Narcotic Training Aids both in and out of the evidence room, the following procedures will be followed:

i. The K9 Officer and Evidence/Property Custodian will conduct the inventory of the Narcotic Training Aids whenever they are removed from evidence and when they are returned.

ii. The inventory will take place in the temporary evidence room.

iii. Any discrepancies in inventory will be documented and immediately reported to the Chief of Police.

#### **VI. Training Record:**

A. Initial canine team training records will be received and reviewed by the Chief of Police prior to the canine team being placed into active duty.

B. All canine training records will be maintained in a file located in the Chief of Police's office.

C. All subsequent training, after the initial training course for the canine team has concluded, will be documented on the canine training record form attached to this policy. Any training, either routine by the handler, or monthly and annual training and certification, will along with any other forms, be documented on the attached training form. The canine handler can keep copies of any and all training records but the originals are to be forwarded to the handler's supervisor immediately upon completion.

D. All training records will be reviewed by the handler's supervisor. Originals are to be maintained in the canine training file.

#### **VII. Canine Supervisor Duties and Responsibilities:**

A. The canine supervisor shall hold the rank of Sergeant, be appointed by the Chief of Police and shall be the commanding officer in charge of the department's canine team.

B. The canine supervisor shall:

1. Be responsible for supervising the canine team in the field.
2. Consult with the handler prior to directing the tactical use of the canine team.
3. Be guided by opinion of the canine handler, as to the ability and physical capability of the canine in performing a particular task or function.
4. Meet with the Chief of Police on a monthly basis to report on the field use and performance of the canine team.
5. Maintain accurate files of all training, incidents involving canine utilization, deployment and use of force.
6. Supervise the filing of all necessary canine reports.
7. Investigate all incidents where a person is bitten or injured by a police canine, and forward a report to the Chief of Police.
8. Investigate all incidents where a claim has been made that a police canine damaged the property of another person and forward a report to the Chief of Police
9. Notify the Chief of Police of canine unit training, evaluations, utilization and relative activities.
10. Assist the Chief of Police in the selection process for the position of police canine handler.
11. Only the canine handler will authorize the use of the canine for suspect apprehension. It is the responsibility of the canine handler to explain the canine's ability to the requesting supervisor.
12. In circumstances where the use of the Canine Unit is denied, the decision shall be determined as a result of a mutual agreement between the canine handler and the supervisor present at the scene.

#### **VIII. Canine Bites or Other Injuries Caused By Canine Dogs**

A. Use of a police canine for law enforcement purposes constitutes a real or implied use of force. Canine Handlers may only use the degree of force that reasonably appears necessary to apprehend or secure a

suspect as governed by Article 35 of the New York State Penal Law and by Agency Policy. Handler will only use their canine as a force instrument to:

1. Apprehend or render safe a fleeing suspect who had committed a crime or an offense involving force and/or violence.
2. Protect citizens or other officers from an immediate threat of physical injury, serious physical injury or death.

B. MVPD canines will not be allowed to bite suspects for mere non-compliance to police commands.

C. Handlers will prevent their canine from biting suspects in situations in which such force is not necessary to affect an arrest or protect the safety of officers or civilians.

D. If a MVPD canine bites or otherwise injures a person either on or off duty, the handler shall immediately arrange to have medical attention provided. If the injured person declines treatment, the handler will still have emergency medical personnel respond to his/her location in order to document the refusal of medical treatment.

E. The Canine Supervisor is to be notified and if on duty respond to any incident of a canine bite or injury. In the event of Canine Supervisor is not available, the on duty supervisor is to be notified and respond. If there is no supervisor on duty or available the Chief of Police is to be notified.

F. The Canine Supervisor, or available supervisor, that responds to a reported canine bite or injury will:

1. Make certain appropriate medical attention has been requested and/or given to the injured person(s).
2. Assess the incident and determine that all procedures for use of force have been followed.
3. Assist and ensure that the Canine Handler completes all necessary information gathering, interviewing, evidence gathering and photographing of the bitten/ injured area. Photographs shall be taken of the bitten/ injured area as soon as possible after the bite/ injury and again after medical treatment has been given.
4. In cases where a person has sustained physical injury or death as a result of a dog bite, the responding supervisor will notify the Chief of Police as soon as practical to do so.
5. In all cases where the use of a canine has resulted in death of a person, the New York State Police will be notified and a request made for the incident to be investigated by their Bureau of Criminal Investigation unit, as well as an immediate notification to the Franklin County District Attorney's Office.

G. The canine handler is to complete an SJS incident report of any incident involving a bite/ injury to any person, either while on or off duty. A canine deployment record attached to this policy will also be completed and added to the case file. All photographs taken are to be stored as evidence.

## **IX. Canine Team Utilization**

A. Canine teams on duty may be requested by an officer or supervisor. In such cases a canine team will respond if available.

B. The Canine Handler is responsible for determining whether a situation justifies the use of a canine and the appropriate measures to be taken. If an on duty supervisor disagrees with the canine handler's assessment or use of the canine, the canine supervisor will be contacted and the incident consulted with him/her. The final decision for the use of the canine will lie with the Canine Supervisor and/or Chief of Police.

## **X Duties and Responsibilities of Police Canine Handlers**

A. Canine Handlers shall:

1. Be responsible for the use of their dog. The handler is responsible for the proper utilization of the police K9. The canine will only be utilized for assignments for which the dog has been properly trained or certified.
2. Ensure that the department assigned canine will not be used for off duty employment.
3. Never physically abuse the dog. The canine dog shall not be punished in any inhumane manner. Agitation work will be conducted only at training or at authorized demonstration with the approval of the handler's supervisor or the Chief of Police.
4. Ensure all police personnel at any scene where the canine is being utilized in tactical situations are complying with the canine handler's directions.
5. Ensure that he/she follows all listed procedures in the event of a canine bite or injury sustained to any person, as listed in section VIII of this policy.
6. Be personally responsible for the daily care and feeding of their animal to include:
  - A. Having a secure kennel for the canine at the handler's residence.
  - B. Maintenance and cleaning of their kennel and yard area where the canine is housed.
  - C. Provisions of food, water, and general diet maintenance.
  - D. Grooming on a daily basis, or more often as required by weather, working conditions, or other factors.
  - E. Daily exercise.
  - F. General medical attention and maintenance of health records. This shall include yearly checkups, inoculations, and any medication prescribed by the designated veterinarian.

7. Maintain accurate health and training records.
8. Attend scheduled canine in-service training sessions as required. The Handler will practice all training lessons as required by the certified trainer.
9. Maintain accurate records regarding utilization, deployment and use of force with a police canine. This will be accomplished by completion of required SJS reports, K9 Deployment record form attached to this policy, photographs, body worn camera, and any other reports given the situation.
10. Maintain and keep in good working order all canine equipment including but not limited to; canine police vehicle, leads, harnesses, kennels, and any other equipment used in the course of the canine utilization. Any lost, stolen, or worn out equipment will be reported to the Canine Supervisor and/or Chief of Police so that appropriate repair or replacement can be made.
11. Make available all canine equipment, kennels and vehicle for inspection by the Canine Supervisor and/or the Chief of Police at least once per year. This includes the Handler's residential kennel. These inspections are to ensure whether the equipment or kennel are in proper condition and maintained.
12. Report all injuries or illnesses of the canine dog immediately to the Canine Supervisor, or if not available, to the next available supervisor or Chief of Police.
13. The Canine Handler will be assigned a department vehicle for patrol use.
14. The department canine will not be entered into any competition, trial show, or exhibition without the prior approval of the Canine Supervisor or Chief of Police.
15. The handler will ensure that at all times, on or off duty, that they have control of their canine. They are to take precautions to prevent injury to the animal and family members or any other persons who may come in contact with the dog. The canine handler must ensure that the dog does not run at large without being in the presence of the canine handler. The handler will ensure the dog is in a secure location at home and will take precautions to secure the home to avoid accidental escapes of the animal.
  - A handler shall not permit anyone to pet or hug their canine dog without their prior permission and immediate supervision. Handlers should politely inform people wishing to get up close and/ or touch the canine that the dog is a working dog, not a pet and that the dog can be dangerous if approached improperly.
16. Take precautions to prevent the canine dog from urinating or defecating in public. If the canine does defecate in public the handler will collect and dispose of properly.
17. Wear a uniform of the type and style supplied by the Department.



18. Ensure the canine animal, while on duty, is appropriately identified by wearing a police canine shield, collar, and/or a ballistic/stab resistant protective vest that adequately displays wording identifying the animal as a police canine.

#### **XI. Responsibilities/ Guidelines for Patrol Officers.**

A. It shall be the responsibilities of the first member on scene to evaluate existing hazards, the opportunity of non-scene apprehension of criminals and the relative need for immediate use of a canine unit.

B. The first arriving member will establish crime scene perimeters and shall prevent contamination of the air and ground scene unless precluded by the need for medical assistance, immediate apprehension or other essential factors or mitigating circumstances.

***NOTE: MEMBERS MUST AVOID CONTAMINATION OF THE CRIME SCENE BY THEMSELVES OR OTHERS.***

#### **XII. Canine Vehicle and Equipment**

A. The canine vehicle will be a patrol unit that is specially equipped to transport police dogs and maintain security and comfort for the animal.

1. The vehicle will be clearly marked with a warning indicating that the vehicle is a canine vehicle.

B. The canine vehicle will be used whenever possible for the transportation of police dogs. This will include to and from work, attendance at all in-service training functions, off-duty call outs and any other use approved by the Chief of Police.

C. The canine vehicle may be equipped with any special items that may be required for canine operations, safety and care. These items should include, but are not limited to:

1. An adequate supply of fresh drinking water/ food and bowls.

2. Collars, leashes, training sleeves and reward toys.

D. Only the Malone Village Police canine will be transported in the assigned canine vehicle. Transporting other animals of any kind increases the potential for the police dog contracting various diseases.

E. Under exigent circumstances, the assigned canine vehicle may be utilized by an officer, other than the assigned handler, for normal patrol activities. Under these circumstances the dog will not be in the vehicle, and no other animals will be placed in the vehicle.

F. Under no circumstances will a person(s) be placed or permitted within the kennel of the assigned police canine vehicle.

### **XIII. Warning Announcements**

- A. Prior to any canine deployment, (i.e. building search, tracking), the handler shall adhere to the following procedures:
1. Advise the dispatcher that an announcement of intent to search is about to be given. The handler will advise the dispatcher to log the time of this transmission within the dispatcher notes of the SJS report.
  2. Issue the following loud and clear announcement prior to deploying the canine. "A police canine will be used to search this (area to be searched), if you do not come out, I will release my dog into (area to be searched). The suspect shall be further advised to surrender and remain still if approached by the canine.
  3. Provide a reasonable amount of time for innocent persons and the suspect to come out before commencing the search.
  4. After a reasonable amount of time has been given, the handler shall advise the dispatcher that the search is about to begin and to record the time in the SJS dispatcher notes.
  5. Where there is reason to believe that a suspect may speak a foreign language, the handler shall announce the warning in English and when practicable any other language that may be spoken by the suspect or other persons in the area to be searched.
  6. Warning should be repeated during the search, if necessary, to ensure that the warning announcement was heard. However, subsequent or repeated announcements shall not be given during the course of the search when in the discretion of the handler, such warning will jeopardize an officer or citizen safety.
  7. The warning announcement may be omitted from the search in those exigent circumstances where specific articulated fact demonstrate the need for complete surprise or where the announcement may place officers in imminent danger (e.g., suspect armed with a firearm). In such a case, omission of the warning announcement and justification for the omission must be documented in the SJS incident report.
  8. With respect to the warning announcement exceptions, when in doubt err on the side of safety of innocent citizens and officers.

### **XIV. Guidelines for Canine Team Use.**

#### **A. Building Searches**

A primary use of the agency canine is for locating suspects in buildings or related structures where a search by police officers would create an unnecessary risk. The following procedures will be followed when using a canine to conduct a building search:

1. The building perimeter will be secured by available patrol personnel.

2. Any possible points of entry/exit used by the suspect(s) should be identified and secured to prevent contamination.
3. When a canine has been called to conduct a building search, a preliminary search by officers should not be conducted as this will interfere with the ability of the canine to discriminate scents.
4. Whenever possible, the building owner should be contacted to determine whether there may be tenants or other individuals in the building and to ascertain the building's layout. A key holder should be found and requested to the scene to help provide safe entry/exit of the canine.
5. When at all possible, the supervisor working, or if one is not available, a supervisor called and asked to report to the scene prior to the search with the canine.
6. The on scene supervisor, or canine handler if a supervisor is not available, will make certain all tenants, workers or other people are evacuated from the building. There will also be a request made that all heating, cooling, and air handler systems be shut off so as not to interfere with the canine's scent.
7. The canine should not be used to search facilities that contain harmful, toxic, or otherwise dangerous items or substances unless overriding risk to human life is present. The Handler will determine whether use of the canine is appropriate.
8. Before commencing the search, the handler will make a warning announcement in accordance with the provisions listed for a warning announcement in section XII of this policy.
9. During building searches, the Canine Handler will determine whether the assistance or additional officers is required and request such assistance. The Handler will explain to assisting officers the nature of the requested assistance.  
***NOTE: Once the handler has released the dog into the building, NO ONE should enter or allow anyone to enter the building unless directed otherwise by the Canine Handler.***
10. Upon canine team entrance to the building all communications will be limited to those of a tactical nature. ***NO UNNECESSARY RADIO TRAFFIC.***
11. The canine should be unleashed during a building search unless there is an imminent risk of injury to innocent persons within the building. It will be ultimately be up to the Handler whether or not the dog is leashed during a building search.
12. When apprehending suspects in these or related circumstances, canines shall be commanded to disengage as soon as possible after the suspect complies with the handler directions.

**B. Crowd Control**

1. A Canine Team shall not be used for crowd control at peaceful demonstrations, strikes, or other such gatherings.
2. A Canine Team may be used for crowd control **ONLY** upon the approval of the Chief of Police.

**NOTE:** *The canine may be used if necessary and in accordance with the law and Department Policy, to protect persons from imminent danger of physical injury, serious physical injury, or death regardless of the presence of a "crowd."*

### C. Tracking

The Malone Village Police Canine is available with supervisory approval to track missing persons or suspects, or to locate evidence that the supervisor has reason to believe has been hidden in a specified open area. Such searches are subject to the following conditions and limitations.

When officers are pursuing suspects and contact with the suspect is lost, the officer, prior to summoning a canine team shall:

1. Stop and pinpoint the location where the suspect was last seen.
2. Shut off vehicle engines in the area of possible
3. Avoid vehicle or foot movement in the area where the suspect or subject was last seen.
4. Log the time the suspect was last seen.

On scene personnel shall:

1. Secure the perimeter of the area to be searched.
2. Secure the integrity of the area to be searched by keeping all individuals out of the area.
3. Protect all items of clothing or other items that will be used for scent from being handled.
4. Provide security for canine teams during the track.

Canine teams may be used to locate small children, but a warning must be given to the parents on the canine's training, and approval must be obtained from the parents or next of kin, in writing.

Responding canine handler will:

1. Notify dispatch regarding the time the canine team begins the track.
2. As much as possible keep on scene supervisor advised of the team's progress.
3. Not permit a gathering of onlookers or police to follow. The presence of numerous persons can be a distraction for the canine dog and increases the chances of contamination of the area.
4. Keep the canine dog on a leash of sufficient length when tracking. This is to provide a reasonable measure of safety to the subject of the search without compromising the canine's tracking abilities.

5. Determine, based on the circumstances, if another officer will be needed to assist on an open area track. If an officer is directed to assist, the officer must be prepared to move quickly and stay close to the canine team. Assisting officers will be given directions from the handler as to what he/she will be required to do.
6. Just prior to commencing the track, the canine handler will announce, or have a dispatcher announce, that a track is beginning and all unnecessary radio communication should cease.
7. The Handler will determine the method and direction of the track.

D. Narcotics and Drug Detection.

1. Use of a canine team to assist with the execution of drug search warrants within Franklin County may be authorized by the Canine Supervisor or the Chief of Police.
2. If deemed appropriate by the canine handler, on-duty canine team may be used for drug detection purposes upon lawfully obtained consent or with lawfully detained vehicles, items, objects, persons, or in area or premises that may be lawfully entered by the police under the particular circumstances. If there is no canine team on duty, the call in procedures as listed in this policy will be followed.
3. Sniffing of an individual's person for drugs is permitted only under the following circumstances:
  - a. The sniff must be pursuant to a search warrant, lawfully obtained consent, or when the person is lawfully arrested and there is reasonable suspicion or probable cause to believe the person is in possession of illegal drugs.
  - b. In all cases the person will be given an opportunity to surrender the drugs prior to a canine sniff.
  - c. The canine sniff and alert must be conducted in a safe manner and there must be no physical contact between the person being sniffed and the dog.
4. The use of the canine team for drug detection in schools is permitted only under the following circumstances:
  - a. The warrantless use of the police canine team must be requested and authorized by the school's principle or other designated school authority. Upon such request or authorization final approval must be granted by the Canine Supervisor or Chief of Police. In such cases, the Canine Supervisor and Canine Handler will consult with school authorities in formulating a mutually acceptable operational plan.
  - b. The Canine Supervisor and/or Chief of Police may authorize the use of the canine team to assist with the execution of a search warrant on school premises.
  - c. There must be reasonable suspicion to believe that illegal narcotics are being possessed, distributed and/or consumed on the premise such that the interest of the school are being compromised.
  - d. The search is limited to inanimate objects in public areas and the exterior of student lockers unless reasonable suspicion exists to gain admission to a locker or related areas where there is a reasonable expectation of privacy.

5. Exploratory sniffs of the exterior of residences, either individual dwellings or common areas of multiple unit dwellings are not permitted without reasonable suspicion for such sniff.
6. Drug sniffing canines may be used to sniff motor vehicles when:
  1. Reasonable suspicion exists to believe the operator or passengers are in possession of illegal narcotics
  2. During a valid vehicle stop. The Canine is used to sniff the vehicle's exterior in an exploratory manner. Unless the canine alerts to the vehicle, the operator may not be detained longer than necessary to conclude the business associated with the initial stop.

#### **XV. Injury or incapacitation of the Canine Handler**

- A. If the canine handler is injured or incapacitated while on duty to the extent that he/ she cannot handle the dog, officers at the scene should contact the canine supervisor, an officer with knowledge of the dog, or the Town Dog Control Officer to respond to assist in controlling the dog, if possible.
- B. If no other handler, trained police officer or dog control officer is available, and it is imperative that the dog must be immediately controlled for the safety of the injured officer or others, officers at the scene may attempt to control the canine dog by the following means:
  1. Control the canine by the use of a leash, rope or snare;
  2. Wearing the protective clothing that is stored in the canine vehicle, i.e., (bite sleeve) approach the canine dog in a calm, steady manner using the canine's name and grasp the choke collar.
- C. Once the canine is under control, the canine should be placed in the canine passenger area of the canine police vehicle or secured to an immovable object until trained personnel can respond and assist.
- D. The canine should not be destroyed unless **ALL** other means to control the canine fail or appear too dangerous to attempt, and the animal's destruction is necessary to prevent physical injury, serious physical injury or death to a person.

#### **XVI. Canine Health and Kenneling**

- A. The MVPD canine will undergo annual physicals by an approved veterinarian, to include an annual heartworm check.
- B. Heartworm prevention medication will be issued and utilized.
- C. A flea and tick preventative will be utilized if it is necessary by the handler.

- D. If the MVPD canine becomes ill, immediately contact the Canine Supervisor or Chief of Police. If deemed necessary by the handler, have the canine examined and treated by a New York State approved veterinarian. Keep the Canine Supervisor apprised of the dog's condition.

### **Kenneling**

1. When the MVPD canine is kenneled inside the patrol vehicle, the handler shall insure that the climate is maintained so that the dog is comfortable.
2. When the ambient temperature is above 60 degrees Fahrenheit, the windows of the patrol vehicle shall be left open at least five inches. However, the MVPD handler will not leave their canine unattended in the vehicle unless the windows are completely closed and the doors are lock. **Unattended means the handler cannot see the patrol vehicle.**
3. When the MVPD canine handler is on annual or personal leave and kenneling of the canine is required, a department approved kennel shall be utilized.
4. The MVPD canine will not be cared for by friends or relatives of the handler without prior approval of the Canine Supervisor.

### **XVII. Handler Taking Personal Possession of Department Canine**

The handler assigned to the canine shall have first choice to take possession of his dog where:

1. The dog is retired from duty, or relieved from duty due to injury.
2. The handler is transferred, promoted, or retires and a decision is made not to retrain the dog with another handler.
3. The handler agrees, in writing, to take full responsibility for the health, safety, and maintenance of the dog, and any related expenses associated therein.