

SECTION **2**
Officer Safety Procedures

2.1 – 2.3 **COMPETENCY REQUIREMENTS**

Contents	
2.1	Contact and Cover
2.2	Body Armor
2.3	Officer Survival
	List of Subtopics
	Attestation
	Instructions to Administrators
	Instructions to FTOs

Note to Administrators

In order for POST to review and approve your agency's *Field Training Guide*, you MUST submit the following electronic files:

- 1) The POST FTP Approval Checklist ([Form 2-230](#))
- 2) Your department's *Policy & Procedure Manual*
- 3) Your completed Guide (Volumes 1 & 2), including ALL competency requirements covered in Part 5, Sections 1–18.

LIST OF SUBTOPICS

2.1 CONTACT AND COVER

- 2.1.01 Contact Officer Tactics and Responsibilities
- 2.1.02 Cover Officer Tactics and Responsibilities
- 2.1.03 Roles During and After Pursuits and Stops
- 2.1.04 Contact/Cover Officer Positions

2.2 BODY ARMOR

- 2.2.01 Protective Body Armor

2.3 OFFICER SURVIVAL

- 2.3.01 Physical, Mental, and Emotional Conditioning

SECTION 2 OFFICER SAFETY PROCEDURES

CHECK ONE ONLY: PHASE 1 PHASE 2 PHASE 3 PHASE 4 PHASE 5

Trainee

FTO

2.1 CONTACT AND COVER								
2.1.01 Contact Officer Tactics and Responsibilities								
The trainee shall explain and safely demonstrate contact officer tactics and responsibilities, including.								
A. Primary responsibility dealing with the situation, suspect(s), victim(s), witness(es), and reporting party(ies)				D. Issuing all citations				
B. Documenting incident information (reports, field interviews (FIs), etc.)				E. Recovering evidence and contraband				
C. Performing pat down and custody search of suspect(s)				F. Handling routine radio communications				
				G. Relaying pertinent information to cover officer and medical personnel				
Reference(s):						Case # (If applicable)	Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments (field will expand automatically)								

Additional Information:

<p>2.1.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</p> <p>WPD Policies #313 (Vehicle Pursuits) and #458 (Foot Pursuit Policy)</p>	<input type="checkbox"/> N/A
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2.1.01 Part B - Agency Training Details *(field will expand automatically)*

2.1.02 Cover Officer Tactics and Responsibilities
 The trainee shall explain and safely demonstrate cover officer tactics and responsibilities to include:

<p>A. Approach</p> <p>B. Cover positions with vehicles(s)/person(s)</p> <p>C. Position of advantage</p> <p>D. What to watch for:</p> <ol style="list-style-type: none"> 1. Hands in pockets or otherwise concealed 2. Weapons or contraband 3. Hostility or anger 4. Approach of other persons or vehicles 5. Symptoms of intoxication or illness 6. Potential reactions and escape 	<p>E. Communications with contact officer (hand signals, other verbal and nonverbal signals)</p> <p>F. Provide assistance, if needed, during arrest</p> <p>G. Provide assistance as directed by contact officer</p>
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<i>Reference(s):</i>	Case # <i>(if applicable)</i>	Incident #
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	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

Additional Information:

2.1.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

2.1.02 Part B - Agency Training Details (field will expand automatically)

2.1.03 Roles During and After Pursuits and Stops
 The trainee shall discuss the roles of the contact and cover officers during and after a pursuit, felony car stop, or foot chase. These shall include:

A. Radio responsibilities
 B. Firearms/weapons systems
 C. Position to assume after the vehicle or person is stopped
 D. Officer to officer communication

Reference(s):					Case # (If applicable)	Incident #		
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Comments (field will expand automatically)								

Additional Information:

2.1.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policies #313 (Vehicle Pursuit Policy) and #458 (Foot Pursuit Policy).

2.1.03 Part B - Agency Training Details *(field will expand automatically)*

It shall be the Policy of this Department that a vehicle pursuit shall be conducted only with a steady red light and siren as required by law.

The pursuing vehicle shall be known as the primary unit, which will be the unit closest to the fleeing vehicle and the secondary unit, which shall remain at a safe distance behind the primary unit but close enough to provide support and communicate with dispatch. Backup units as needed, shall operate at a safe distance to provide support.

The driver of the primary unit shall notify dispatch of the pursuit and shall provide at least the following critical information to dispatch: unit identification, offense for which the suspect is being pursued, suspect vehicle description including license number if reasonably possible, location, direction and speed of both vehicles, description of occupant(s) and if suspect is known to the officer, any other important information about the suspect vehicle or environment (for example, the suspect is traveling without lights, or the officer has lost sight of the vehicle; Other traffic conditions- heavy, light etc.).

The driver of the primary unit and the supervisor shall continually evaluate the risks and likelihood of a successful apprehension of the suspect, and shall consider terminating the pursuit under the following conditions, the conditions of the pursuit become too risky for the safe continuation of the pursuit, A supervisor orders it terminated, Information is communicated that indicates the pursuit is out of compliance with policy, Communication is broken, Visual contact is lost for a reasonable period of time or the direction of travel cannot be determined, The suspect is known and could be apprehended later, and delaying apprehension does not create a substantial known risk of injury or death to another.

The secondary pursuit unit will maintain a safe distance behind the primary unit (the primary and secondary units will be the only vehicles involved in the pursuit unless authorized by a supervisor) and be close enough to render backup assistance if and when required. The secondary pursuit unit will be responsible for keeping the primary pursuit unit in sight, not the vehicle being pursued. The secondary unit will take over use of the radio and notify dispatch of their position. If the primary pursuit unit becomes disabled, the secondary pursuit unit will become the primary pursuit unit. The dispatcher will advise the assigned supervisor of other units available, and the supervisor will designate the new secondary pursuit unit.

If a K9 Officer becomes part of the pursuit, their vehicle will immediately take over as the primary unit and the primary unit will become the secondary unit.

Foot pursuits are inherently dangerous and require common sense, sound tactics and heightened officer safety awareness.

A foot pursuit is a situation in which an officer, on foot, chases a suspect in an effort to detain or arrest that individual who the officer has a reasonable suspicion to believe is about to commit, is committing, or has committed a crime and who is resisting apprehension by fleeing from the officer.

Having two or more officers working together during a foot pursuit where the officer's work as a team utilizing direct or indirect communication methods to coordinate their efforts, remain aware of the locations of officers and suspects, and keep abreast of the status of

the pursuit is always best.

Whether single officers foot pursuit or multiple officer foot pursuit, officer(s) shall advise dispatch of the pursuit, location of the pursuit and direction, description of suspect and the wants at the time of pursuit.

After both a vehicle pursuit and foot pursuit are completed, a Department report shall be taken. All required forms will be completed as necessary. A Supervisor and all officers involved should meet and debrief the situation leading up to and through the conclusion of the pursuit.

2.1.04 Contact/Cover Officer Positions

The trainee shall safely and effectively demonstrate the responsibilities of both the contact and cover officer positions during the following:

- A. Calls for Service
- B. "In-progress" calls
- C. Pedestrian stops
- D. Traffic stops
- E. High-speed pursuit, felony stops, and/or foot chases

<i>Reference(s):</i>						<i>Case # (if applicable)</i>	<i>Incident #</i>	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test		<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

2.1.04	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	☒ N/A

2.1.04 Part B - Agency Training Details *(field will expand automatically)*

Awareness is the first line of defense against any threat, but tactics also play a key role in unknown risk situations. Like seat belts or body armor, tactics provide a safety net that can prove indispensable if anything goes wrong. When backup is present, one such tactic is Contact and Cover. Unfortunately, many officers ignore this essential tactic, or use it only halfheartedly, thereby wasting most of the advantage created by the presence of a backup officer.

This advantage is wasted when each officer acts independently and becomes directly involved in the encounter. Instead of having both officers actively involved, we must assign areas of responsibility and coordinate efforts to our advantage. Contact and Cover does exactly that by assigning one officer (the contact officer) to do everything that involves direct contact with the suspect(s), including questioning, searches, arrests, etc.,. This is done while the cover officer keeps his distance and continuously scans for danger.

2.2 BODY ARMOR								
2.2.01 Protective Body Armor								
The trainee shall discuss the benefits, limitations, and characteristics of protective body armor, including:								
A. Wearing versus not wearing			B. Types of body armor			C. Level of protection against firearms		
						D. Level of protection against knives and other penetrating weapons		
Reference(s):						Case # <i>(if applicable)</i>	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

2.2.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)

N/A

WPD Policy #1024 (Body Armor)

2.2.01 Part B - Agency Training Details (field will expand automatically)

2.3 OFFICER SURVIVAL

2.3.01 Physical, Mental, and Emotional Conditioning
 The trainee shall identify and explain the importance of physical, mental, and emotional conditioning in officer survival, and shall understand the organizational resources available to assist in counseling due to traumatic incidents. This discussion shall minimally include:

- A. Concept of tactical retreat
 - 1. Pre-planning (mental scenarios)
 - 2. Reduction of unnecessary risks (stress management, “keeping cool”)
- B. Mental conditioning
 - 1. Will to live
 - 2. Continue to fight, regardless of odds
 - 3. Mental alertness
 - 4. Self-confidence
- C. Physical conditioning
 - 1. Agency policy on physical fitness and officer standards
 - 2. Role of good health and nutrition
- D. Weapon retention
- E. Employee Assistance Program
 - 1. Counseling through Human Resources and/or contracted professionals
 - 2. Critical incident stress debriefings
 - 3. Law Enforcement Chaplains
- F. Peer Counseling

Reference(s): Case # (If applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments (field will expand automatically)

Additional Information:

2.3.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) ☒ N/A

2.3.01 Part B - Agency Training Details *(field will expand automatically)*

See next page for Attestation

Part 5 – Section 2: Officer Safety Procedures

ATTESTATION FOR SECTION 2

TO ENTER YOUR ELECTRONIC SIGNATURE:

- Click on the 'X' in the signature line to activate the signature field > Right click and select "Sign" from the menu.
- Click on "Select Image" > Locate your signature file > Click "Open" to place your signature (date appears automatically).
- Enter your full name next to your signature.

YOUR ELECTRONIC SIGNATURES VERIFY that the Field Training Officer (FTO) and Trainee attest to the following:

1. The FTO(s) provided all instruction, training, and related feedback/comments to the Trainee in accordance with the agency's training requirements for this portion of the Field Training Program.
 2. The Trainee demonstrated all competencies required for this portion of the Field Training Program.
 3. If remedial training was performed, the results were reviewed by the appropriate FTO(s) and accepted by the Trainee.
 4. The final evaluation of the Trainee's performance for this portion of the Field Training Program were approved by the FTO(s) and accepted by the Trainee.
-

X

Primary Field Training Officer:

Print Full Name: _____

X

Trainee:

Print Full Name: _____

IMPORTANT: After signing the Attestation, the file will be "locked" and **CANNOT BE MODIFIED**. If you need to make changes, both signatures must be removed and re-entered after the final revisions have been made.

To remove the electronic signature: Right click on the signature line > Select "Remove" from the menu.

See the following pages for Instructions to Administrators and FTOs

How to Complete Part 5 (Sections 1–18)

INSTRUCTIONS TO ADMINISTRATORS

VOLUME 2 OF THE FIELD TRAINING GUIDE CONSISTS OF 18 SECTIONS WHICH MAKE UP PART 5. Each section is provided as a separate file on the POST website (<https://www.post.ca.gov/field-training--police-training.aspx>). Prior to submitting your FTP Guide to POST for review, you must complete all 18 sections and include them as part of your Guide.

1. **Set up:** Keep an unchanged copy of each section file as a master for reference. Make a copy of the file to use for your agency-specific entries.
2. **Front cover (optional):** To keep a hard copy of Volume 2 for internal use, you can add your agency name and date to the front cover.
3. **For each section (1–18):**
 - a. Open the applicable file and add your agency name and date to the header on page 1. (DO NOT change any other headers or footers or alter any other sections of the file.)
 - b. Below each table:
 - *Part A:* Enter applicable references from your agency’s Policies & Procedure Manual.
 - *Part B:* Enter your agency’s training details.
4. **After completing ALL sections (1–18),** you MUST submit the following materials via flash drive, CD, or DVD to POST for review and approval (do not send printed copies):
 - 1) **Your completed FTP Guide**
 - 2) **FTP Approval Checklist ([POST Form 2-230](#))**
NOTE: Guides submitted without this form will NOT be reviewed.
 - 3) **Your Department’s Policy & Procedure Manual**
5. MAIL YOUR ELECTRONIC MEDIA TO:
Commission on POST
860 Stillwater Road, Suite 100
West Sacramento, CA 95605
Attn: Basic Training Bureau (BTB)
6. You will receive status notification within 90 days from the date received.

See next page for Instructions to Field Training Officers

How to Complete Part 5 (Sections 1–18)

INSTRUCTIONS TO FIELD TRAINING OFFICERS (FTOs)

VOLUME 2 OF THE FIELD TRAINING GUIDE CONSISTS OF 18 SECTIONS WHICH MAKE UP PART 5. Each section has been customized by your agency administrator(s) to include references to policies and procedures and training details to meet your agency's Field Training Program requirements. Each file is provided as a separate file. For each section (1–18), complete all tables for each topic.

1. **Set up:** Keep an unchanged copy of each section file as a master for reference. Make a copy of the file to use for your training sessions.
2. **Tracking your training sessions:**
 - a. Upon completing each competency, enter the FTO and trainee names and dates, and how the competency was demonstrated, into the applicable tables.
 - b. Enter any note-worthy comments related to the trainee's performance.
3. **If trainee requires remedial training:**
 - c. Enter the FTO and trainee names and dates, and how the competency was remediated, to show that each competency was completed.
 - d. Enter any additional note-worthy comments related to the trainee's performance.
4. **Attestation:** After all competencies have been performed, including any remedial training, the primary FTO and Trainee **MUST** enter their electronic signatures on the Attestation page (see instructions) to verify that the Trainee has completed this portion of the Field Training Program.

End Section