


**FLORIDA FISH AND WILDLIFE
CONSERVATION COMMISSION**

**DIVISION OF LAW ENFORCEMENT
GENERAL ORDERS**

COLONEL JULIE JONES



TITLE USE OF FORCE, RESPONSE TO RESISTANCE, TRANSPORTING PRISONERS	EFFECTIVE DATE May 11, 2009
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**1
POLICY**

A Force Guidelines

- (1) It is the policy of the FWC Division of Law Enforcement to provide its sworn members with direction on the use of deadly and non-deadly force to protect members of the Division, the public, and suspects.
- (2) To ensure that members of the Division employ the amount of force that is necessary and reasonable to prevent escape, overcome resistance or effect arrests during the performance of their official duties, as per Chapter 776, Florida Statutes, current case law and the Florida Department of Law Enforcement Use of Force Guidelines.
- (3) The Florida Fish and Wildlife Conservation Commission, Division of Law Enforcement sworn members are granted authority to employ control techniques, including the use of force likely to cause death or great bodily harm, in the performance of their official duties in accordance with the provisions of Chapter 776, Florida Statutes and this policy.
- (4) When the use of force is necessary, members will use only the amount of force that is:
 - (a) Necessary to affect lawful objectives, and
 - (b) Reasonable and necessary to gain control of the situation and then de-escalate.
- (5) Members of the Division will only use the necessary amount of control required to successfully overcome physical resistance, prevent escapes or effect arrests. However, that objective must be tempered by the need to preserve the safety of the Division's officers. Members need not wait for injury to occur to them or to another before taking appropriate action to prevent it. The decision to use force must be based upon the totality of circumstances known or reasonably believed by the member at the time such force is used. When danger threatens or when resistance is encountered, sworn members will initiate action which is reasonable and necessary.

- (6) The use of force by a member will be determined by the suspect's resistance coupled with the totality of the circumstances. When practical, members will issue loud verbal commands in an attempt to gain voluntary compliance.
- (7) To protect the rights and well being of those individuals arrested or detained as prescribed by law and Division policy.
- (8) All Sworn Members will be issued copies of and receive instructions on the Use of Force policy, before they are authorized to carry a weapon.
- (9) All sworn personnel must successfully complete at a minimum, the State Law Enforcement certification program prior to any assignment in any capacity in which the member is allowed to carry a firearm, or is in any position to make an arrest.
- (10) Sworn members will receive training and demonstrate proficiency in the use of all Division authorized weapons before being allowed to carry or use them.
- (11) Sworn Members will carry only those authorized weapons for which they are currently trained to use. Members are authorized to use Division authorized lethal and intermediate weapons both on and off duty. Members must demonstrate proficiency with any lethal or intermediate weapons prior to issuance or carrying the weapon in any capacity.
- (12) When in uniform, sworn members will carry a firearm, Oleoresin Capsicum (OC) spray and an expandable baton.
- (13) Sworn members are authorized to draw their weapon from the holster, or display a shoulder weapon, when they reasonably believe they are approaching a situation which may present an imminent threat.
- (14) Warning shots are prohibited.

B Deadly Force

- (1) Chapter 776, Florida Statutes, has set forth the following laws governing the use of control:
 - Section 776.05, Florida Statutes, "Law enforcement officers; use of force in making an arrest."
 - A law enforcement officer, or any person whom he has summoned or directed to assist him, need not retreat or desist from efforts to make a lawful arrest because of resistance or threatened resistance to the arrest. He is justified in the use of any force:
 - (a) Which he reasonably believes to be necessary to defend himself or another from bodily harm while making the arrest; or
 - (b) When necessarily committed in retaking felons who have escaped; or
 - (c) When necessarily committed in arresting felons fleeing from justice. When the use of deadly force is necessary to prevent the arrest from being defeated by such flight and, when feasible, some warning is given, and:
 - (d) The sworn member reasonably believes that the fleeing felon poses a threat of death or serious physical harm to the member or others; or
 - (e) The sworn member reasonably believes that the fleeing felon has committed a crime involving the infliction or threatened infliction of serious physical harm to another person.
- (2) Whenever practical, a member should give a verbal warning prior to using deadly force.
- (3) In deadly force situations a member may use any weapon or resource at their disposal.

C Intermediate Weapons

- (1) To provide Sworn Members direction on the weapons authorized for carry or use in the performance of lawfully authorized duties.
- (2) OC spray will **not** be carried aboard Division aircraft.

- (3) The only intermediate weapons authorized by the Division for carry or use, are OC spray and the expandable baton.
- (4) The use of OC spray is limited to situations when physical control techniques are warranted.
- (5) The use of the expandable baton is warranted when active resistance is encountered.
- (6) Sworn members may carry intermediate weapon(s) in a concealed manner while off-duty.
- (7) The standard for use of an intermediate weapon while off-duty will be the same as while on-duty.

D Searches, Transporting, and Handcuffing

- (1) To establish procedures and provide direction to Division members for transporting prisoners/detainees.
 - (a) To protect the rights and well-being of Division members, members of the public, and prisoners/detainees.
- (2) FWC employees are prohibited from conducting strip searches or body cavity searches as defined in section 901.211, Florida Statutes. However, sworn members are authorized to conduct pat-down searches.
- (3) Restraint devices authorized by the Division for carry and use are:
 - (a) Swivel chained handcuffs
 - (b) Flex cuffs
 - (c) Other restraint devices if issued by and training on their use is provided by the Division
- (4) Exigent circumstances allow for additional types of restraints when reasonable and necessary.
- (5) Aircraft, All Terrain Vehicles, or Personal Watercraft will not be used to transport prisoner/detainees without the approval of the Division Director
- (6) Members will not transport prisoner/detainees outside of their jurisdiction without approval of a supervisor.

E Patrol Vehicle

- (1) Vehicles equipped with a safety barrier will have the window cranks and door handles removed from the rear compartment.
- (2) Prisoner/detainees will not be handcuffed to fixed objects, vehicles or vessels, except under exigent circumstances.

F Definitions

- (1) **Passive resistance** is a subject's verbal and/or physical refusal to comply with an officer's lawful direction causing the officer to use physical techniques to establish control.
- (2) **Active resistance** is a subject's use of physically evasive movements directed toward the officer such as bracing, tensing, pushing, or pulling to prevent the officer from establishing control over the subject.
- (3) **Aggressive resistance** is a subject's attacking movements toward an officer that may cause injury but are not likely to cause death or great bodily harm to the officer or others.
- (4) **Deadly force resistance** is a subject's hostile, attacking movements with or without a weapon that create a reasonable perception by the officer that the subject intends to cause and has the capability of causing death or great bodily harm to the officer or others.
- (5) **Physical control** is achieving compliance or custody through the use of empty-hand or leverage-enhanced techniques, such as pain compliance, transporters, restraint devices, takedowns, and striking techniques.

- (6) A **nonlethal weapon** is a weapon that is not fundamentally designed to cause death or great bodily harm. Some examples of nonlethal weapons include electronic control devices (ECD), dart-firing stun guns such as a TASER, expandable batons, flashlights, and chemical agent sprays.
- (7) **Deadly force** is force that is likely to cause death or great bodily harm. Some examples of deadly force include use of a firearm, eye gouges, empty-hand strikes to the throat, and impact-weapon strikes to the side of the neck.

2 RESPONSIBILITIES

A Division Responsibilities

- (1) The Division's training section will exercise responsibility for the administration of defensive tactics and firearms training programs in accordance with Chapter 776, Florida Statutes, current case law, and the FDLE Force Guidelines.
- (2) Academy staff must evaluate the content of such programs periodically in order to ensure compliance with current Florida Statutes, developments in case law and tactical considerations related to officer safety.
- (3) Annually, the training section will conduct an analysis of all use of force situations involving members and report to the Division Director any patterns or trends that may indicate training needs or policy modifications.
- (4) The Division's training section will disseminate current applicable case law as provided by the Commission's Office of General Counsel to all sworn members.
- (5) Periodically, the Division will provide training to maintain proficiency in the use of intermediate weapons.
- (6) Division Training staff will inspect expiration dates on the OC spray during intermediate weapons training events.

B Administrative Review

- (1) The Division Director may convene a Use of Force Review Board, consisting of the Division's Internal Affairs Liaison, and representatives of the Division Training section and Division Field Operations section to determine if the force used was reasonable, necessary and according to Division training policies/procedures and Florida Statutes.

C Member Responsibilities

- (1) It is the responsibility of each sworn member to remain proficient in the use of the intermediate weapons that they are trained to use.
- (2) Members are responsible for completing the Use of Force Report (FWC/DLE-100) when required in accordance with Section 3 (Procedures), Subsection I, *Use of Force Report*.

3 PROCEDURES

A Member Responsibilities

- (1) After using force, and upon stabilizing the situation, the member will evaluate the need for medical attention or treatment for the subject, ask the subject if he or she has any injuries, and arrange for such treatment when:
 - (a) The subject has a visible injury or is unconscious.
 - (b) The subject requests medical attention.

- (c) The subject complains of an injury or discomfort.
- (2) Members injured during a use of force incident will seek appropriate medical aid and will be further directed by the responding supervisor should further medical attention be deemed appropriate.
- (3) Prisoner/detainees moved or taken to a medical facility may present a grave risk to the public, employees of the facility, and the member. Extreme caution will be taken to ensure the prisoner/detainee is isolated from other patients and is not left without law enforcement security or unattended.
- (4) When non-deadly force is used, the member will notify their immediate supervisor as soon as practicable. When the immediate supervisor is not readily available the next level of supervision will be notified.
- (5) If a subject appears to be or is known to be under the influence of alcohol or drugs during a use of force incident, this fact must be reported on the Use of Force Report (FWC/DLE-100).
- (6) If a subject or member receives or refuses medical attention during a use of force incident, this fact must be reported on the Use of Force Report.

B Member-involved Shootings, Deaths, Life-threatening Injuries and In-custody Deaths

- (1) **Members involved:** will, as soon as safely practical:
 - (a) Notify the communication center.
 - (b) Render aid as needed to injured persons.
 - (c) Secure the scene.
 - (d) Provide a supervisor with information related to the crime scene, the number of involved parties, and the extent of injuries to involved parties. This information is not within the scope of the Law Enforcement Officers' Bill of Rights. Statements relating to the preservation of the crime scene, the identification of suspects and witnesses, and a brief explanation to assist in determining the appropriate course of conduct for the law enforcement investigation of the incident will be critical. This information will not be used against the officer in a disciplinary matter, unless such statements are later proven perjuries. Sworn personnel involved in deadly force incidents may only refuse to provide oral statements to division supervisors at the initial scene by exercising their protection against self-incrimination guaranteed by the Fifth Amendment.
 - (e) Complete an Incident Summary Report (FWC/DLE-045) and a Use of Force Report (FWC/DLE-100). The Incident Summary Report should include information regarding the incident or crime that precipitated the shooting, death, or life threatening injury.
- (2) **Supervisor:** Will go to the scene, take control and:
 - (a) Ensure that the chain of command has been notified.
 - (b) Request necessary information from the officer to help protect the scene, identify any additional suspects and witnesses not already at the scene, and a brief explanation of the incident.
 - (c) Direct an officer to separate and obtain names and addresses of all civilian witnesses, including secondary points of contact, e.g. family members not living in the same household.
 - (d) Activate the Critical Incident Stress Management Team in accordance with General Order 41, *Critical Incident Stress Management*.
 - (e) May assign another sworn member to assist the involved member and may remove the involved member from the immediate scene.
 - (f) Ensure the sworn member is provided an opportunity to contact a legal representative and/or their Law enforcement collective bargaining unit representative.
 - (g) Secure the weapon(s) used in the incident.

- (h) Ensure that the primary investigative team, (FDLE for other than federal or foreign properties) has been notified and coordinate activities with the investigative team.
 - (i) Complete a supplemental incident report documenting the involvement of the supervisor. The narrative will identify the primary investigating agency.
- (3) Regional Commander or Designee:** will go to the scene and:
- (a) Ensure that the chain of command has been notified.
 - (b) Notify the Office of the Inspector General (OIG).
 - (c) Arrange for a replacement weapon.
 - (d) Make a supervisory referral to EAP (Employees Assistance Program). EAP must be notified of the member's name and a brief description of the incident so that they can anticipate the member's phone call. The contact number for EAP is 1-800-860-2058, 24-hours a day, seven days a week. Inform EAP that they must notify the appropriate Deputy Director if the member fails to attend scheduled sessions
 - (e) Ensure the sworn members undergo a debriefing with an agency-provided psychologist as soon as practical. The debriefing will not be related to any agency investigation of the incident and discussion during the debriefing will not be used in violation of the privileged physician-patient relationship. This opportunity for the sworn member is so important that attendance will be mandatory.
 - (f) The sworn member will be placed on administrative leave as soon as practicable, if involved in a use of force incident in which death or serious bodily injury occurs. The Regional Commander or designee will maintain contact with the sworn member during this time with information and updates as they become available.
- (4) Division Director:** will take the following actions:
- (a) Convene the Use of Force Review Board as described in 2 B (1) to conduct a preliminary administrative review.
 - (b) Determine when the member will return to duty, but not before the conclusion of the preliminary administrative review.

C Intermediate Weapons

(1) OC Spray

Due to the unique nature of OC the following procedures will be followed:

- (a) Members are authorized to use OC spray both on and off duty. Members must complete Division approved OC spray training and demonstrate proficiency prior to being authorized to carry OC spray in any capacity.
 - 1. Members who choose to carry OC spray in an off duty capacity shall carry their Division identification card and badge at all times. Off duty members will attempt to carry the OC spray in an inconspicuous manner.
- (b) Whenever practical, the member should give verbal commands and warnings that OC spray will be used if the subject does not comply with lawful orders.
- (c) Members should use caution when deploying OC spray in the presence of innocent bystanders.
- (d) Once the affected subject has been handcuffed and searched, decontamination procedures must be initiated as soon as possible.
- (e) Medical clearance is not necessary unless the subject has not recovered within one hour or is known to be allergic to OC and/or pepper derivatives.
- (f) Members may use OC spray on animals for the purpose of public safety, officer safety, or

animal control. Members are not required to complete a Use of Force Report when OC spray has been used on animals only.

(g) When OC spray has been used, the Use of Force Report will contain the following:

1. Names of Persons affected by agent
2. Decontamination Process used
3. Recovery period characteristics
4. Recovery period duration

(2) Expandable Baton

(a) Members are authorized to use the Division issued expandable baton both on and off duty. Members must complete Division approved expandable baton training and demonstrate proficiency prior to being authorized to carry the baton in any capacity.

1. Members who choose to carry an expandable baton in an off duty capacity shall carry their Division identification card and badge at all times. Off duty members will attempt to carry the baton in an inconspicuous manner.

D Arrest and Transport of Prisoners/ Detainees

(1) Members will use care when assisting a prisoner/detainee into a vehicle or vessel.

(2) Prior to transport and NCIC/ FCIC warrants check, all prisoner/detainees will be thoroughly searched for any weapons, contraband, or tools of escape according to the procedures taught by the Division of Law Enforcement Training Section.

(a) Whenever reasonable, all searches should be conducted by a law enforcement officer of the same sex as the prisoner/detainee.

(b) The transporting sworn member will search the prisoner/detainee, unless a search was conducted in their presence.

(3) Except as provided in this General Order, members will properly handcuff all prisoner/detainees being transported.

(4) When transporting prisoners/detainees, the member will provide the communications center with the following information when possible:

(a) Identity and gender of the prisoner/detainee;

(b) Arrest location and destination of transport; and

(c) Mileage readings before and after transport.

(5) Patrol vehicles and vessels will be searched prior to and after transportation of a prisoner/detainee. The area to be searched may be limited to areas accessible to the prisoner/detainee.

(6) If a member believes a prisoner/detainee cannot be transported safely, the member should remain at the scene until additional assistance arrives. Combative prisoner/detainees should not be transported without a cage.

(7) The member will notify receiving personnel when an arrestee is a violent prisoner/detainee or is a possible security threat.

(8) The member will notify receiving personnel of a prisoner/detainee's potential medical hazards.

(9) The member making an arrest will maintain control of the prisoner/detainee until the prisoner/detainee has been turned over to another Law Enforcement Officer or is released.

(10) Prisoner/detainee will be transported to the appropriate detention facility as soon as possible after the arrest.

- (11)** Members will follow all applicable rules and procedures of the receiving facility when delivering and transferring prisoners/ detainees. Members have to be reasonably familiar with the applicable rules and procedures of detention facilities in their assigned region when delivering and transferring prisoners/ detainees. Specifically, Members will follow the applicable rules and procedures concerning:

 - (a)** Securing of firearms.
 - (b)** Removing restraining devices.
 - (c)** Documentation delivered to the receiving agency and officer.
 - (d)** Documentation detailing the prisoner/ detainee transfer.
- (12)** In order to safely and securely transport sick, injured, disabled, prisoner/detainees the following procedures will be followed:

 - (a)** Members should make a reasonable effort to determine the nature of the illness, injury, and/or the extent of the disability and use discretion in arresting persons who are sick or injured.
 - (b)** If the person is not an immediate threat or danger and immediate arrest is not crucial, the member should consider obtaining a warrant to be served after the person has had an opportunity to seek medical attention.
- (13)** If a person becomes sick or is injured incidental to an arrest, the transporting member will ensure that the prisoner/detainee is transported to the appropriate medical facility, if conditions warrant it. If it becomes necessary to have a prisoner/detainee transported to a medical facility by ambulance, one of the following will occur:

 - (a)** If only one sworn member is available during the transport, the sworn member will follow directly behind the ambulance to the medical facility or secure the patrol vehicle/vessel and ride inside the ambulance.
 - (b)** If more than one sworn member is available during transport, one of the sworn members will ride inside the ambulance to the medical facility.
- (14)** Prior to placing a prisoner/detainee in an ambulance, the prisoner/detainee will be properly handcuffed and searched for weapons.

 - (a)** The officer shall ask for the assistance and guidance of medical personnel when searching or handcuffing a prisoner/ detainee to ensure that the officer's actions do not aggravate the detainee's medical condition.
 - (b)** In situations in which a detainee's medical condition makes handcuffing impossible or is advised against by medical personnel, the officer shall take steps as appropriate to ensure the safety of members, medical personnel, the general public and the prisoner/ detainee, during the transport by ambulance.
- (15)** Whenever possible prisoner/detainee will be transported directly to medical facilities equipped to handle prisoner/detainee.
- (16)** A member will notify a supervisor when transporting a prisoner/detainee to the hospital.
- (17)** Mentally disturbed prisoner/detainees should be transported using restraints which prevent self-inflicting injuries, i.e. handcuffs, safety barriers, etc. Absent such devices, members should take reasonable measures to safeguard against such injuries. If necessary, the appropriate health or emergency medical provider should be notified for assistance.
- (18)** Violent prisoner/detainees should be secured with Flex-Cuffs or similar restraints, in addition to steel handcuffs if their actions indicate they may pose a threat to the transporting member or to the patrol vehicle, vessel or equipment.
- (19)** If a juvenile commits a crime and transportation is necessary, the juvenile will not be placed in a patrol vehicle which contains an adult under arrest unless the juvenile and adult participated

in the same offense or incident. Refer to General Order 15, *Juvenile Operations* for further guidance on juvenile arrests.

- (20) When transporting a prisoner/detainee, the member's primary duty is the safe delivery of the person in custody. Only under emergency circumstances, when the risk to third parties is both clear and grave, and the risk to the prisoner/detainee is minimal, should a member stop to render assistance.
- (21) Procedures for the Transport of Prisoners/ Detainees of Opposite Sex
 - (a) If practical, prisoners/ detainees shall be transported by members of the same sex.
 - (b) Non-combative male and female prisoners may be transported in the same vehicle after being arrested as participants in the same offense.
 - (c) Non-combative male and female prisoners may be transported in the same vehicle following an arrest if they are married or if they are father, mother, brother or sister.

E Handcuff Use

- (1) All prisoner/detainees will be handcuffed with hands behind the back and palms facing outward unless exigent circumstances exist.
- (2) Prisoner/detainees whose arms cannot be joined behind the back with one set of cuffs should be handcuffed behind the back using multiple sets of handcuffs. If a member cannot successfully handcuff the subject behind the back with multiple sets of handcuffs, the prisoner/detainee will be handcuffed in front with hands back to back.
- (3) When the hands and wrists are too small or too large for the cuffs, Flex-cuffs may be used.
- (4) Handcuffs will be double-locked, and prisoner/detainees should remain handcuffed until released to the place of detention or incarceration.
- (5) All sworn members will carry at least one handcuff key on their person while on duty.
- (6) Members will not leave restrained prisoner/detainees lying face down on their stomach, as this position may cause serious physical injury or death by positional asphyxiation.

F Patrol Vehicle

- (1) Prior to placing a prisoner/detainee in a patrol vehicle, the prisoner/detainee will be properly handcuffed and searched for weapons.
- (2) Prisoner/detainees will not be transported in the rear seat of a patrol vehicle unless a sworn member occupies the seat adjacent to the prisoner/detainee or the vehicle is equipped with a safety barrier.
- (3) Seat belts will be placed on prisoner/detainees prior to transport.
- (4) Prisoner/detainees will not be left in unattended vehicles except in emergencies.

G Patrol Vessel

- (1) Prior to placing a prisoner/detainee in a patrol vessel, the prisoner/detainee will be properly handcuffed, searched for weapons, and required to wear a Personal Flotation Device.
- (2) When a prisoner/detainee is to be transported, the prisoner/detainees will be placed in position where his/her actions can be observed and movement restricted.
- (3) When transporting prisoner/detainee into or out of vessels, physical control will be maintained to ensure safety.

H Prisoner/ Detainee Escape

(1) Sworn Member Responsibilities

- (a) Following an escape of a prisoner/detainee in transport, the transporting member will

notify the Communications Center of the following:

1. Location of incident
2. Direction of travel of escapee
3. Full description of escapee
4. Charges against escapee

- (b) The sworn member must try to immediately apprehend the escapee, unless there are other prisoner/detainees being transported. If the member is unable to apprehend the escapee, the member will direct other sworn members and/or other law enforcement officers to establish an outer perimeter to contain the escapee.
- (c) An Incident Summary Report (FWC/DLE-045) is required to be completed by the sworn member when an arrestee escapes during transport.

(2) Communications Center Responsibilities

- (a) Upon notification by a sworn member that a prisoner/detainee has escaped, the Duty Officer will notify:
1. All available units in the vicinity
 2. A supervisor
 3. Other appropriate agencies, depending upon the location of the escape.

(3) Supervisor Responsibilities

- (a) A supervisor must immediately take charge of the incident and ensure all reasonable efforts to recapture the escapee and protect the public have been taken.

I Use of Force Report (FWC/DLE-100)

(1) Member Responsibilities

- (a) The Use of Force Report will be submitted whenever a member:
1. Points a firearm at any person, occupied vehicle or vessel;
 2. Discharges a firearm for other than training or recreational purposes or to destroy injured or dangerous wildlife;
 3. Takes any action that results in, or is alleged to have resulted in injury (minor or serious) or death of another person;
 4. Applies weaponless physical force or force through the use of a lethal or intermediate weapon; or
 5. At the direction of a sworn supervisor.
- (b) All sworn members present or witnessing a use of force incident will complete and submit, within 72 hours, an Incident Summary Report (FWC/DLE-045).
- (c) The normal use of handcuffs on a person will not require a Use of Force Report. However, if the handcuffs become an instrument to exert pressure necessary to further control a person or the subject resists the application of handcuffs, a Use of Force Report must be submitted.
- (d) The Use of Force Report (FWC/DLE-100) must be completed by the member and submitted to the immediate supervisor or designee within 72 hours any time the report is required. The Use of Force Report should include:
1. Officer Presence
 2. Verbal and non-verbal communication between Officer and Subject

3. Subject resistance level / action(s) [Passive Resistance, Active Resistance, Aggressive Resistance, Deadly Force Resistance]
 4. Techniques used to control or attempt to control subjects resistance
 5. Level of controlling force the Officer used
 6. Photographs documenting any visible injuries to the Officer, Subject or any Victim.
- (e) If the member has suffered an injury and is physically incapable of completing the Use of Force Report, the member's immediate supervisor or designee will complete the report. However, this will not relieve the member of the responsibility of completing a Use of Force Report upon the member's first ability to do so.
- (f) The sworn member will complete a Use of Force Report for each subject involved in an incident.
- (g) The Use of Force Report (FWC/DLE-100) is not necessary when a member discharges a firearm for training, recreational purposes, or to destroy injured or dangerous wildlife.

(2) Supervisor Responsibilities

- (a) The Use of Force Report will be reviewed by the appropriate Area Captain, Regional Commander/Section Leader and Deputy Director.
- (b) The sworn member's chain of command shall ensure the use of correct terminology in the Use of Force Report and should note any necessary remedial training. The sworn member's immediate supervisor or designee, prior to submitting the Use of Force Report through the chain of command, shall contact a defensive tactics instructor at the Division's Training Section to confirm the correct use of terms and/ or description of techniques as described in the report.
- (c) The original Use of Force Report will be maintained in the Region and a copy will be forwarded to the Field Operations Section at GHQ within 30 days of the member submitting the report to the immediate supervisor or designee.
1. Original Use of Force Reports filed by members assigned to Headquarters will be maintained by the Field Operations Section.
- (d) The Field Operations Section will forward a copy of the Use of Force Report to the Training Section. The Division of Law Enforcement Use of Force Coordinator will conduct an annual administrative review and analysis of all Use of Force reports.
- (e) The Field Operations Section will also forward a copy of the Use of Force Report to the Office of the Inspector General (OIG) for review and analysis.

**4
FORMS**

FWC/DLE-045	Incident Summary Report
FWC/DLE-045A	Incident Summary Report Narrative
FWC/DLE-100	Use of Force Report

Florida Department of Law Enforcement (FDLE) Use of Force Guidelines

