

SECTION **2**

Officer Safety Procedures

2.1 – 2.3 COMPETENCY REQUIREMENTS

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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								
<i>Reference(s):</i>						<i>Case # (If applicable)</i>	<i>Incident #</i>	
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
<i>Comments (field will expand automatically)</i>								

Additional Information:

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

Reference the following Antioch Police Policy (ies):
402 (Officer Response to Calls)

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

The contact officer is the officer initiating the action and is responsible for conducting the contact, including dealing with the situation, suspect(s), victim(s), witness(es), and reporting party(ies). Officer safety is a primary responsibility of all peace officers at all times. The contact officer should never rely solely on the cover officer for protection. The officers may decide to switch roles if it is tactically advantageous or one officer has specialized training in a particular area, such as drug recognition, rapport with the suspect, or bilingualism.

- Responsibilities of contact officer:

- Initiating action and handling the situation.

- Conducting the essential business required, including: Alerting cover officer that a weapon or contraband is located on the suspect –

- Conducting thorough systematic pat and/or custody searches – Maintaining control of the suspect – Recovering evidence and contraband – Recording necessary suspect or incident information

- A field interview is the temporary detention of a person for the purposes of investigating an unusual activity which reasonably infers criminal activity. A field interview occurs when an officer uses legal authority to either compel an individual to halt, to remain in a certain place, or to perform some act (such as walking to a nearby location where the contact officer can use a radio). Since a field interview is typically based on suspicious activity that relates to a crime, officers should fill out a field interview card. Officers initiating a field interview should maintain a detailed record of the specific facts and circumstances that justify the stop. All facts, circumstances, and observations should be recorded. Officers shall carry and use FI cards when on patrol or conducting investigations. Anytime an officer conducts a consensual encounter or detains a suspect and an incident report is not required, an FI card should be filled out for each subject.

- The contact officer is responsible for the radio communications with dispatch to advise of location and status, run subjects, and receive information.

- Writing traffic or misdemeanor citations. Citations may be issued when an officer believes it is appropriate. It is essential that officers fully explain the rights and requirements imposed on motorists upon issuance of a citation for a traffic violation.

- Writing required incident reports. As the officer initiating the action, the contact officer is responsible for writing all required reports arising from the contact, whether force is used, or a crime is charged.

2.1.02 Cover Officer Tactics and Responsibilities

The trainee shall explain and safely demonstrate cover officer tactics and responsibilities to include:

- A. Approach
- B. Cover positions with vehicles(s)/person(s)
- C. Position of advantage
- D. What to watch for:
 - 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
- E. Communications with contact officer (hand signals, other verbal and nonverbal signals)
- F. Provide assistance, if needed, during arrest
- G. Provide assistance as directed by contact officer

<i>Reference(s):</i>						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:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

2.1.02	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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2.1.02 Part B - Agency Training Details *(field will expand automatically)*

The cover officer is the officer responsible for surveillance and control of a suspect in order to free the contact officer so they can perform a thorough investigation. Officer safety is a primary responsibility of all peace officers at all times. The contact officer should never rely solely on the cover officer for protection. The officers may decide to switch roles if it is tactically advantageous or one officer has specialized training in a particular area, such as drug recognition, rapport with the suspect, or bilingualism.

Responsibilities of the cover officer:

- The cover officer's vehicle should be positioned as to provide concealment and/or protection from passing traffic or other hazards if necessary, but not in a position as to block the officers from safely performing their duties
- Ensuring the suspect(s) are keeping hands out of pockets and/or otherwise not attempting to conceal items (weapons or contraband)
- Alerting the contact officer if the cover officer notices signs of intoxication or symptoms of illness on the suspect(s)
- Protecting the contact officer from possible interference (e.g. onlookers or associates of the suspect)
- Alerting the contact officer that a weapon or contraband is located on the suspect
- Maintaining constant observation of the overall situation and being aware of the possible dangers and potential interferences, such as the approach of other person(s) or vehicle(s)
- Providing a command presence to discourage hostile acts, interference from angry persons, and assaults or escapes by the suspect
- Securing any weapons or contraband (this allows the contact officer to continue searches)
- Preventing the destruction of evidence
- Intervening with appropriate force to protect the contact officer if a suspect reacts violently during an arrest or at the direction of the contact officer
- Briefing the contact officer:
 - Previous knowledge of the suspect(s)
 - Observations made while approaching the scene
 - Any significant radio communications the contact officer may have missed
 - Establish hand signals or verbal cues with contact officer for communication and safety purposes
- Position self in a position of advantage (POA):
 - Have a clear and unobstructed view of the suspect(s) and the contact officer
 - Have the best peripheral view of the surrounding areas
 - Avoid crossfire situations between officers
 - Control the likeliest route of escape

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

<i>Reference(s):</i>						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	
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Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

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

Reference the following Antioch Police Policy(ies):

306 (Vehicle Pursuits) 307 (Foot Pursuits) 801 (Radio Procedures)

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

Contact Officer Responsibilities:

- Conducts the business of the traffic stop (notifications to dispatch, responding units)
- Directs the driver and occupant(s) of the target vehicle
- Takes necessary actions related to the investigation (e.g. obtaining identification, searching suspects, etc.)

Cover Officer Responsibilities:

- Protect the primary officer who is conducting the business of the traffic stop
- Place their own patrol vehicles in a proper position to avoid silhouetting other officers with the vehicle's headlights or other lighting equipment
- Take and maintain proper positions of cover and concealment
- Maintain their firearms at the ready
- Maintain visual contact with the vehicle occupant(s) at all times
- Avoid crossfire situations

Communication Between Officers

- Advising cover officer of any critical occurrences or safety issues (movement within vehicle, someone approaching outside the cover officer's field of vision, possible crossfire situations, etc.)
- Avoid inappropriate interruptions
- Avoid giving directions which conflict with those given by the contact officer
- Cover officer is normally the only person giving commands

The responsibilities for the contact and cover officers during and after a foot chase would be nearly identical to those of vehicle pursuits and felony car stops, except for the lack of an involved vehicle. Another additional consideration for the contact and cover officers is triangulation on the suspect(s) to prevent further escape.

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>					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:								
<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)
 The Field Training Officer will ensure the trainee is capable of safely performing the duties in both the contact and cover officer positions to minimally include situations A-E above.

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				C. Level of protection against firearms				
B. Types of body armor				D. Level of protection against knives and other penetrating weapons				
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:

2.2.01	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) Reference the following Antioch Police Policy (ies): 337 (Body Armor)	<input type="checkbox"/> N/A
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2.2.01	Part B - Agency Training Details (field will expand automatically) The benefits of wearing body armor is to maximize officer safety through the use of body armor in combination with prescribed safety procedures. While body armor provides a significant level of protection, it is not a substitute for the observance of officer safety procedures. The trainee shall wear department issued concealable body armor under his or her patrol uniform or in a department approved external carrier. The body armor shall minimally be threat level IIIA. Body armor is designed to provide a level of additional ballistic protection for the trainee. Threat level IIIA body armor is not rated for protection from rifle fire or sharp edged or pointed instruments.
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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

<i>Reference(s):</i>	Case # (If applicable)	Incident #
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	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
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Trainee:								

Comments (field will expand automatically)

Additional Information:

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

Reference the following Antioch Police Policy(ies):

1006 (Peer Support Program) 314 (Chaplains) 1010 (Fitness for Duty)

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

The trainee will attend and administrative training week prior to assignment to a field training officer. The trainee will be provided with the contact information for the Employee Assistance Program and told how to contact Human Resources for the City of Antioch.

The trainee will learn the Antioch Police Department's policies on the Peer Support Program, the Chaplain Program and the Fitness for Duty policy.

Instruction in the concept of a tactical retreat, the importance of mental and physical conditioning and weapon retention will be discussed during the arrest and control portion of the administrative training week. Refer to Section 18- Arrest and Control for specific training details.

The trainee shall also discuss the following with their field training officer-**PHYSICAL, MENTAL AND EMOTIONAL CONDITIONING:**

The will to live in officer survival involves trained responses the officer has developed through training and mental preparation. The first minute after arrival is the most deadly to peace officers. The use of contact and cover principles, in conjunction with officer safety tactics, are critical to officer survival. Physical conditioning and self-discipline through on-going training are keys to officer survival. Officers must continue the fight, regardless of the odds, when they find themselves in such a situation; failure to do so will certainly result in death or serious bodily injury whereas continuing to fight can save their life.

Mental alertness and preparation is necessary for officer survival. Officers should never assume a call is a false alarm or become complacent and over confident in what seem like "routine" calls for service. Nothing is routine in law enforcement. Officers should prepare for the worst case scenario and have a plan for a tactical retreat in place in any given situation; these plans should be dialoged with their partner or cover officer. Being prepared for the worst reduces stress as it allows an officer to consider nearly every conceivable scenario.

Being in good physical condition and remaining up-to-date on training and current trends such as tactics, equipment and techniques will boost an officer's self-confidence in the field, particularly when they are working as a solo unit or back-up is responding from a distance.

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.
-

Primary Field Training Officer: X Print Full Name: _____

Trainee: X 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: Phil Caporale – 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