

	Greenville, SC Police Department		
	GENERAL ORDER		
Subject	Number	Type	
Animal Control and Enforcement	246	Operational	
Effective Date	Amends/ Rescinds	Pages	Re-evaluation
November 15, 2005	New	1 of 8	Annual-April
References			Notes
CALEA 1.2.1; 1.2.2; 41.1.3			New Policy

1.0 POLICY

The Greenville Police Department is responsible for providing animal control and enforcement services to the City of Greenville. The overall goal of the department's animal control and enforcement program is to maintain public safety and health regarding animals in the city and to ensure animals are treated in a humane manner.

2.0 DEFINITIONS

Animal Control Officer (ACO): A designated individual charged with the responsibility of enforcing animal related ordinances and laws within the city limits of the City of Greenville.

Animal Ordinances: Animal related ordinances are contained in Chapter 4, Section (4-1) – Section (4-44), of the Code Of Ordinances of the City of Greenville.

Chemical Restraint Device: A device used to deliver a tranquilizer agent to an animal so that the animal may be captured safely. These devices are typically in the form of a “dart gun.”

Limited Duty Officer (LDO): An officer with restricted powers and authority. The LDO does not have arrest powers but does have authority to enforce a limited range of ordinances and laws. A LDO may be issued and use weapons, both lethal and less-lethal, for defensive purposes. A LDO must complete the first 9 days of the Basic Law Enforcement Training Class at the SCCJA and must successfully complete firearms and EVO training taught by the Greenville Police Department.

3.0 AUTHORITY AND RESPONSIBILITIES

3.1 Animal Control Officers are responsible for the following functions relating to animals:

- Investigating complaints and reports of stray, injured, vicious and nuisance animals;
- Issuing citations and/or confiscating neglected, abused or vicious animals;
- Patrolling the city limits of the City of Greenville to observe, identify and impound if necessary loose, stray, injured, vicious or nuisance animals;
- Promoting positive community relations through personal interaction and education regarding responsible animal ownership;
- Compiling and maintaining reports and information related to animal control and enforcement activities;
- Perform chemical immobilization as necessary;
- Appearing and testifying in court as necessary.

3.2 Animal Control Officers will respond to the following Calls for Service (CFS):

- Reports of animal bites;
- Reports of potentially dangerous or vicious animals;
- Reports of injured or diseased animals;
- Reports of animals running at-large;
- Complaints of nuisance animals;
- Complaints of animal cruelty
- Other animal related problems as determined by management.

3.3 Enforcement powers of Animal Control Officers are limited to enforcement of ordinances and laws of the City of Greenville and the State of South Carolina related to animal control. ACOs do not have physical arrest authority and may use force against human beings solely for self-defense purposes.



4.0 TRAINING

- 4.1 Animal Control Officers will be trained and certified as Limited Duty Officers. Their enforcement powers are limited to enforcement of city and state ordinances and laws related to animal control.
- 4.2 ACOs must successfully complete the SCCJA Limited Duty Officer training program within one year of employment. Exceptions may be granted by the Chief of Police.
- 4.3 ACOs must complete the National Animal Control Academy Level I training prior to being permitted to function in a solo capacity. Before completing this training ACOs may only ride with a fully certified ACO in a training capacity.
- 4.4 ACOs will receive training regarding the laws and ordinances of the City of Greenville and the State of South Carolina regarding animal control.
- 4.5 ACOs must successfully complete training and receive certification for each specific weapon, less-lethal and lethal, prior to being issued and permitted to carry the weapon.
- 4.6 If ACOs are to be issued less-lethal weapons they will be trained by SCCJA certified instructors on the proper use of the weapons. Less-lethal weapons may include the following weapons: M26 Advanced Taser, OC Spray and collapsible baton. ACOs must recertify with less-lethal weapons annually.
- 4.7 ACOs will receive appropriate training for any other device they are issued, such as handcuffs.
- 4.8 ACOs will be trained on Greenville Police Department Use of Force policies prior to being issued and permitted to carry any weapon. ACOs will receive annual refresher training regarding Use of Force policies.
- 4.9 ACOs must successfully complete the National Animal Control Chemical Restraint Course before being permitted to utilize chemical restraint delivery devices.
- 4.10 ACOs will receive any additional training determined by management to be useful to their function.



5.0 OPERATIONS

- 5.1 All calls for service concerning animals will be forwarded through the communications center and assigned a case number in accordance to department policy.
- 5.2 Hours of Operation:
- 5.2.1 During normal business hours (0800-1700) animal related calls should be assigned to the on-duty Animal Control Officer(s).
- 5.2.2 After normal business hours (0800-1700) calls for service should be assigned to Police Officer(s) who will evaluate the situation and determine if an Animal Control Officer is needed to respond or the situation can wait until the next business day.
- 5.3 The on-call Animal Control Officer should be called out for incidents involving:
- Animal Bites;
 - Vicious or Potentially Dangerous Animals;
 - Injured or Diseased Animals;
 - To assist Police Officer(s) as needed.
- 5.4 Police Officers will assist Animal Control Officer(s) when necessary, particularly in cases that involve individuals that pose a potential threat to the Animal Control Officer.
- 5.5 ACOs do not have authority to make a physical arrest. If a situation develops where a physical arrest is required the ACO will request a Police Officer to respond to the scene and make the physical arrest.

6.0 FORCE

- 6.1 Greenville Police Department Animal Control Officers are authorized to use only the amount of force necessary against animals to accomplish legitimate enforcement objectives and/or protect themselves or others from potential physical injury. Lethal force may only be used in exigent circumstances when there is an imminent threat of serious bodily injury to human beings.



- 6.2 Greenville Police Department Animal Control Officers may use force against a human being only in self defense when there is an immediate threat of serious bodily injury from assault. ACOs may not use force for enforcement purposes other than self-defense.
- 6.3 Greenville Police Department General Orders “Force” and “Firearms and Weapons” apply to ACOs in the same manner as Police Officers.
- 6.4 ACOs may use less-lethal weapons against animals in accordance with their training. In general less-lethal weapons designed for use against human beings should not be used against animals unless exigent circumstances exist where the ACO must defend him/herself or others.
- 6.5 All instances of force used against either an animal or a human being must be fully documented. If force is used against a human being a Use of Force Form must be submitted for review.
- 6.6 ACOs may use firearms assigned to them only for situations where there is an immediate threat to human life, when an animal must be prevented from escaping if it poses a potential immediate threat to public safety or to prevent extreme suffering of an animal. In the event lethal force must be used against an animal and circumstances allow a Police Officer to respond to the situation the Police Officer should use lethal force against the animal rather than the ACO.
- 7.0 ANIMAL CONTAINMENT AND CONTROL**
- 7.1 Traps will be maintained by the Animal Control Officer(s). Request for traps will be forwarded to the on-duty ACO for evaluation and the decision to utilize a trap will be made by the ACO.
- 7.2 The use of chemical immobilization will be at the discretion of the ACO. In general, other practical attempts to confine the animal should be used before chemical immobilization is used. The decision to use chemical immobilization must be based on the level of urgency associated with the need to capture the animal based upon the potential threat to public safety posed by the animal. The use of a chemical sedative will be documented on an approved drug record report as outlined by the Veterinarian issuing the chemical immobilization sedative used by the ACO.
- 7.3 ACOs will obtain all tranquilizer chemicals from a licensed veterinarian. The ACO will maintain inventory and control of all tranquilizer chemicals to include documentation of:
- Type of Chemicals;



- Quantity of Chemicals;
- Date Used;
- Quantity Used;
- Location Used;
- Expiration Date;
- Lot Number;

7.4 The supervisor of the Animal Control Officer(s) will conduct periodic inspections of all tranquilizer guns and tranquilizer chemicals to include recorded documentation.

8.0 ANIMAL CONTROL VEHICLES

Animal Control Vehicles are primarily used for the enforcement of the animal control laws of the State of South Carolina and the City of Greenville. Use of Animal Control Vehicles is limited to animal control enforcement duties or other department approved functions. Only ACOs may operate the vehicles or the equipment assigned to the vehicle in an animal enforcement capacity. The ACO is responsible for the condition of the Animal Control Vehicle and assigned equipment and is responsible for ensuring that all scheduled and required maintenance is completed. ACOs must have a valid South Carolina Drivers License to operate the Animal Control Vehicles. ACOs must either be trained in the proper use of assigned equipment or have current certification in the use of specialized equipment in order to use equipment assigned to the Animal Control Vehicles. The following equipment may be stored and be available for use on/in the Animal Control Vehicles:

- Chemical Restraint Device and Related Equipment;
- Chemical immobilization sedative (secured in lock-box);
- Chemical immobilization darts;
- Four foot control pole;
- Snake hook;
- Feline traps (2-3);



- K-9 traps (1-2);
- Leather K-9 leashes (1-2);
- Traffic vest;
- First aid kit;
- Mobile vehicle unit radio;
- Rechargeable flashlight;
- Fire extinguisher;
- Feline transport carrier (1);
- Voice recorder;
- Lap-top wireless computer;
- AC/DC converter 500w;
- Camera – digital;
- Camera – motion;
- Rain coat;
- Capture net;

9.0 ACO PERSONAL EQUIPMENT

ACOs will utilize the following personal equipment during duty hours while in uniform:

- Personal Protective Vest;
- Identification Badge;
- Mobile Radio;
- Cell Phone;



- On-call Beeper – (on-call ACO only)
- Citronella Animal Deterrent Spray;
- M26 TASER
- Expandable Baton;
- One Set of Handcuffs – (for emergency restraint only);
- Rubber Gloves;
- Leather Kevlar Gloves;
- Winter Jacket;
- Proper Assigned Uniform;
- Boots;
- Duty Belt;
- Animal Control Badge;

10.0 REPORTING

ACO's will document responses to animal related calls on an incident report in accordance with departmental policy. All force applications, against animal or human being, will be documented on an Incident Report. All applications of force against human beings will be reported on a Use of Force Report.

Terri Wilfong, Chief of Police

Date

