

Chief of Police
Brian V. Pesce

Administration
Capt. Shawn R. Mount

Operations
Lt. Matt L. Crowell

POLICE DEPARTMENT



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S.O.P. #2018-180

TO: ALL SWORN POLICE PERSONNEL
SUBJECT: USE OF FORCE
EFFECTIVE DATE: MAY 22, 2018
ISSUING AUTHORITY: BRIAN V. PESCE
CHIEF OF POLICE
PAGES: 22

Revision Date	Page #	Section#	Approved by:
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This SOP replaces and rescinds SOP #2000-095.

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Date

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PURPOSE: The purpose of this directive is to establish department policy regarding the justified use of force in carrying out the law enforcement function and to establish a procedure for reporting and reviewing those incidents where force is used by members of the department. This directive will also identify those lethal and less-than-lethal weapons authorized for use by members of the department.

POLICY: It will be the policy of the department to use only that degree of force necessary, and allowed by law, specifically NJSA 2C:3-7, to accomplish law enforcement objectives. No member of the department shall ever use physical force, or lethal or less-than-lethal weapons, except in their own defense, the defense of others, to overcome physical resistance to arrest, prevent escape of an arrested or incarcerated person, or in the performance of other official duties where the use of force would be justified.

PROCEDURE:

A. The Use of Force Continuum

1. Members of the department should employ the Use of Force Continuum when determining what level of force is appropriate and when the use of force should be escalated. Members will be held strictly accountable for the use of force, justifying its use, and reporting it.
 - a. Only those weapons and ammunition authorized by the Chief of Police are approved for use in law enforcement responsibilities.

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2. The Continuum consists of six levels of force, as defined herein, beginning with non-physical constructive force and escalating to deadly force.

a. Constructive Force -

Does not involve physical contact but relies upon the officer's authority to gain and maintain control. This may be accomplished by the officer's physical appearance, sense of presence, verbal commands, warnings, or the threat that another level of force will be used, by exhibiting or pointing a weapon when used in appropriate situations.

b. Physical Contact -

The use of force should never be considered routine. However, physical contact is defined as a use of force that is routine or procedural contact necessary to effectively accomplish a legitimate law enforcement objective. Such incidents require no physical force to overcome resistance. It would be employed when performing tasks such as guiding individual into vehicle or building, when grasping arm of prisoner while escorting, transporting, or handcuffing, or while maneuvering or positioning individual during search or frisk.

c. Physical Force -

Contact beyond that routinely utilized to affect an arrest or other law enforcement objective. Employed when necessary to overcome physical resistance to authority, or to protect persons or property. Tactics would include punching, kicking, use of wrist or arm locks, wrestling, and other hand-to-hand tactics used in such confrontations.

d. Mechanical Force -

Use of devices or substances, other than firearms, to overcome physical resistance to authority or to protect persons or property. Involves the deployment of less-than-lethal weapons. The department authorizes only the expandable straight batons and pepper

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spray (oleosicum capsicum) as less-than-lethal weapons. The use of the police K9 is also considered mechanical force. The use of neck restraints or similar techniques are prohibited.

e. Enhanced Mechanical Force

- a) The actual firing or discharge of a conducted energy device.
- b) An intermediate force option between mechanical force and deadly force, requiring a greater level of justification than that pertaining to physical or mechanical force, but a lower level of justification than required for the use of deadly force

f. Deadly Force -

As defined by NJSA 2C:3-11 means that force which is used for the purpose of causing, or which it is known will create a substantial risk of causing death or serious bodily harm. Purposely firing a firearm in the direction of another person, or at a vehicle, building, or structure in which another person is believed to be constitutes deadly force. Also, the deployment of any other weapon or instrument for this specific purpose or for creating such a risk constitutes deadly force.

3. For purposes of this directive the following definitions shall apply:

a. Reasonable Belief

- As defined in NJSA 2C:1-14, reasonable belief is an objective assessment based upon an evaluation of how a reasonable law enforcement officer with comparable training and experience would react to, or draw inferences from, the facts and circumstances confronting and known by the law enforcement officer at the scene.

b. Bodily Harm

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- As defined in NJSA 2C:3-11, “means physical pain, or temporary disfigurement, or impairment of physical condition”.
- c. Serious Bodily Harm**
 - As defined in NJSA 2C:3-11, “means bodily harm which creates a substantial risk of death or which causes serious, permanent disfigurement or protracted loss or impairment of the function of any bodily member or organ or which results from aggravated sexual assault or sexual assault”.
- d. Imminent Danger**
 - Threatened actions or outcomes that may occur during an encounter absent action by a law enforcement officer. The period of time involved is dependent on the circumstances and facts evident in each situation and is not the same in all situations.
 - The threatened action or harm does not have to be instantaneous, for example, the threatened harm may be present even if a subject is not at that instant pointing a weapon at the officer, but is carrying a weapon and running for cover.
- e. Substantial Risk**
 - Any discharge of a firearm entails some risk of an unintended outcome. A substantial risk exists when a law enforcement officer disregards a foreseeable likelihood that innocent persons will be endangered. For example, firing a weapon into a confined space, such as a room or vehicle, occupied by innocent persons exposes those individuals to a substantial risk of harm.
- f. Meaningful Review**
 - A documented review of an incident or occurrence, regardless of the outcome, prepared by or for the Chief of Police or his/her designee. This thorough review should indicate whether policy, training, equipment, or disciplinary issues should be addressed. This thorough review will also include a review of the Use of Force Report, Case report, Patrol/Body camera footage, any other available video footage of the incident, and any other document that may be deemed related to the use of force incident.

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B. Justifications

1. Use of Force in General

- a. Officers, when justified in the use of force, are not obliged to desist or retreat because resistance is encountered or threatened. Not only may they stand their ground, but may press forward to achieve a lawful objective, overcoming force with force.
- b. The decision to engage in a motor vehicle pursuit often requires justifications similar to those required for the use of force. Therefore, officers should consider the provisions of policy when determining whether or not to engage in a pursuit.
- c. Officers will be responsible for taking immediate steps to obtain whatever level of medical attention is necessary anytime the use of any level of force results in any injury. The level of medical attention could be as simple as the application of a cold compress, to requesting a helicopter med-evac.
- d. For any and all use of force incidents, the “Use of Force Report” will be completed and submitted to the duty supervisor. The duty supervisor will review it and forward it up through the chain of command to the Administrative Lieutenant and Captain for a meaningful review and action, if any. Once reviewed, the Captain will record his actions during the meaningful review, document their findings, and report any recommendations on the Use of Force Report prior to submission to the Chief of Police.

2. **Use of Non-Deadly Force** - Non-Deadly force is any force other than deadly. Officers are justified in the use of such force in the performance of their duties when they reasonably believe that it is immediately necessary to;

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- a. protect themselves or others against the unlawful use of force by another,
 - b. prevent another from committing suicide or inflicting serious bodily injury upon themselves,
 - c. thwart the commission of a crime involving or threatening bodily harm, damage to or loss of property, or a breach of the peace,
 - d. prevent an escape, or
 - e. effect an arrest for an offense or crime.
- The use of force to effect an arrest is only justified when, in accordance with the provisions of NJSA 2C:3-7, the officer, “makes known the purpose of the arrest or reasonably believes that it is otherwise known by or cannot reasonably be made known to the person to be arrested; and when the arrest is made under a warrant, the warrant is valid or reasonably believed to be valid”.
- f. Anytime an officer uses non-deadly force, to include physical force as defined herein, or takes any action that results in or is alleged to have resulted in injury to another person, the duty supervisor is to be notified as soon as is reasonably possible. The individual against whom force is used must be arrested and charged with, at minimum, the offense that lead to its use. The duty supervisor will be responsible for ensuring that the use of force or other action taken is properly documented as follows:
 - A detailed description of the events resulting in the use of force or other action taken is included in the officer’s investigation report.
 - Completion and submission of the department “Use of Force Report” when appropriate.

3. Use of Deadly Force

- a. Officers are justified in the use of deadly force in the performance of their duties in accordance with the provisions of NJSA 2C:3-7, when officers reasonably believe such

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force is immediately necessary to protect themselves or another from death or serious bodily injury. However, officers shall not resort to the use of deadly force if the officer reasonably believes that an alternative to the use of deadly force will avert or eliminate an imminent danger of death or serious bodily harm, and achieve the law enforcement purpose at no increased risk to the officer or other persons.

- b. Officers are justified in the use of deadly force to prevent the escape of a fleeing suspect or to prevent an escape from a jail, prison, or other institution specifically maintained for the incarceration of those convicted of a crime, as defined by NJSA 2C:1-4.a., and sentenced to a period of incarceration as a result of that conviction by a duly appointed Judge of the Superior Court, as long as the following conditions exist:
- there is probable cause to believe that a crime has been committed in which the suspect/escapee caused or attempted to cause death or serious bodily harm, And
 - the suspect/escapee will pose an imminent danger of death or serious bodily harm should the escape succeed, And
 - the use of deadly force presents no substantial risk of injury to innocent persons.

The use of deadly force is not justified unless all of the above conditions exist simultaneously.

- c. The use of deadly force is not justified to subdue persons whose actions are only destructive to property, or whose conduct is injurious only to themselves.
- d. The discharge of any projectile from a firearm is to be considered deadly force, including less lethal means such as beanbag ammunition or rubber bullets. Therefore, these and similar less lethal means of deadly force can only be used when the use of deadly force would be justified.
- e. The discharge of a weapon for the purpose of summoning help or as a warning is prohibited.
- f. Firearms are not generally effective in bringing moving vehicles to a rapid or safe halt. The safety of innocent people is jeopardized when a suspect that is operating a moving vehicle becomes disabled and loses control of the vehicle. There is also a substantial risk

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of harm to occupants of the vehicle who may not be involved in the criminal activity, or are involved to a lesser extent. Therefore, officers are not to fire a weapon at a moving vehicle for the sole purpose of disabling the vehicle. In addition, officers are not to fire a weapon from a moving vehicle or at the driver or occupants of a moving vehicle unless the following conditions exist:

- there is an imminent danger of death or serious bodily harm to the officer or other persons, And
- no other means are available at that time to avert or eliminate the danger.

Both of the above conditions must exist simultaneously to justify the firing of a weapon from or at a moving vehicle or its occupants.

- g. Anytime an officer uses deadly force, other force, or takes any action that may result or allegedly results in serious bodily harm or death, or when an injury of any degree results from the use of a firearm, the duty supervisor is to be notified immediately. The duty supervisor will immediately notify the command staff who in turn will immediately notify the Chief of Police. The Chief of Police will be responsible for the immediate notification of the Burlington County Prosecutors Office.
- The Admin/Operations Lieutenants or Captain may be called upon to provide assistance in the investigation of the incident.
- h. The duty supervisor will be responsible for ensuring that the incident is properly documented. A detailed description of the events necessitating the use of force or other action taken will be included in the officer's investigation report and a Use of Force Report will be completed and submitted to the duty supervisor for forwarding through the chain of command to the Chief of Police for meaningful review and action.
- The Administrative Lieutenant will be responsible for preparing an annual analysis of all such incidents and submitting the report through the Captain to the Chief of Police.
 - The Chief of Police, or his designee will also be responsible for the preparation and submission of an annual use of force report to the Burlington County Prosecutor.

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- C. Less-lethal Weapons** - In the Use of Force Continuum, less-lethal weapons are mechanical force. Mechanical force is an escalation from the use of physical force but is not the use of deadly force. The Chief of Police authorizes only the expandable straight baton (i.e. Asp), pepper spray (oleoresin capsicum), and K-9 Service Units as less-than-lethal mechanical force weapons.
1. Expandable Straight Batons
 - a. Batons are defensive police weapons that may, when justified, be used to;
 - protect the officer or another from bodily injury,
 - overcome resistance to an arrest,
 - control an aggressively violent person, or
 - prevent an individual from committing suicide or otherwise harming himself.Once resistance ceases, the use of the expandable straight baton as a weapon will cease.
 - b. Only officers who have satisfactorily completed a certification course, taught by a certified Instructor in the use of such batons, may carry the expandable straight baton. The training may be part of the officer's basic police academy training or an in-service program held by the department or another agency. In addition, officers must satisfactorily complete annual recertification training during department In-Service.
 - Officers who do not successfully complete the annual recertification will not be permitted to carry the baton until they do so. The training officer will schedule up to three remedial training sessions within thirty days of each other. If the officer still fails to recertify, he will not be rescheduled until the next annual recertification.
 - c. The expandable straight batons are only to be used as instructed. They are not to be used to deliberately strike with a degree of force intended to cause serious bodily injury or death unless the use of deadly force is justified. Due to their potential as a deadly force weapon, officers must exercise special care in their use and avoid striking those potentially fatal areas of the body identified during training.

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- d. Only department issued batons will be authorized for use and officers are strictly forbidden from making any modifications to it. The expandable straight batons will only be carried in the manufacturer's issued or recommended holder.
 - e. Uniformed officers, while on duty, will carry or have their baton readily accessible to them at all times. It will be the responsibility of the duty supervisor to inspect officers prior to assigning them to any duties to ensure that they have a baton and that it is being properly carried. Expandable straight batons will be worn on the officer's weak hand side.
 - f. Batons will be checked for proper operation function, in a safe manner by the certified department instructor during annual agency In-Service. Batons found to be damaged, unsafe, or not operating properly will be placed out of service. The firearms instructor will immediately replace the baton prior to the Officer returning to duty.
2. Pepper Spray (oleoresin capsicum ..aka O.C.)
- a. The authorization to carry and use O.C. aerosol spray requires an officer to be aware of the limitations and responsibilities that go along with that authorization.

All personnel must be thoroughly qualified and certified through in-service training prior to being authorized to carry or use pepper spray.
 - b. Pepper spray will be carried on the officer's duty belt in the department issued holder when on duty. Certified officers may carry pepper spray on or off duty.
 - i. All training will be provided by a department instructor.
 - c. A special refresher course will be offered by the department. This refresher will be given every two years along with the annual Use of Force Training and Vehicle Pursuit Policy review during agency In-Service. The training will consist of a review of the department policy and any recent decisions concerning the use of pepper spray.
 - d. All personnel utilizing pepper spray must follow all areas outlined in this Use of Force policy. Pepper spray will be used only as instructed. Any usage that is contrary to that

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instruction will be a violation of this policy. Whenever an officer uses his pepper spray, he will complete the department's Use of Force form.

- e. Pepper Spray is a by-product derived from processing certain hot peppers, non-enduring substances, therefore, decontamination is a relatively quick and simple procedure.
 - i. Handcuff and secure subject.
 - ii. Exposure subject to fresh air, facing up-wind as soon as possible.
 - iii. Flush contaminated area with large amount of cold water.
 - iv. Remove contact lens if applicable.
 - v. DO NOT use creams, oils, salves or lotion on affected areas.
 - f. It shall be the policy of this department to have affected subjects transported to the nearest medical facility by the first aid squad when the following occurs:
 - i. The subject makes a request for medical assistance.
 - ii. After reasonable decontamination efforts have been used, the subject appears incoherent or is acting in an abnormal manner.
 - g. When lodging an affected subject in the county jail, advise jail personnel

That the subject was contaminated with Pepper Spray and should receive a shower and clean clothing.
 - h. Pepper spray will be checked for proper operation function, in a safe manner by the certified department instructor during annual agency In-Service. Pepper Spray found outdated, damaged, unsafe, or not operating properly will be placed out of service for immediate replacement.

3. K-9 Service Units

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- a. A K-9 Service Unit is designed to provide law enforcement personnel with a non-lethal means to apprehend criminal offenders, provide a strong deterrent in certain types of criminal misconduct and search for missing persons or articles.
- b. Refer to Bordentown Township Police Department policy for guidelines surrounding the use of K-9 Service Units.

D. Authorized On-Duty Deadly Force Weapons (firearms)

1. On-duty department issued handgun: Glock .45 caliber model 21 .
 - a. On-duty department issued handgun ammunition: Speer gold dot 45cal. 200 grain plus P GDHP.
2. The department will equip its personnel with a:
 - Semi-Automatic Patrol Rifle: Bushmaster Model Xm15-E2S 2.23mm rifle ammunition and 30 round capacity box magazine. Ammunition: Hornady Tactical Application Police 2.23 REM 55 gr. TAP URBAN
 - Patrol Shotgun: Remington Model 870, 12-gauge pump action shotgun. Shotgun ammunition – Federal Premium Tactical OO Buck 2-3/4 inch. This is the only shotgun authorized for use by members of this department.
 - a. Shotguns will be maintained in a ready status with the chamber empty and six (6) rounds of double 00 Buck in the magazine. All double 00 Buck ammunition will be red or blue in color.
 - b. Sub-Machine Gun: Qualified officers are authorized to utilize sub-machine gun KRISS Vector SMG .45 cal. With a 30 round capacity magazine. (Sub-machine ammunition – Speer gold dot 45 cal. 200 grain plus P GDHP) Training for these weapons will be in accordance with the New Jersey Attorney General’s guidelines.

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- c. Refer to Bordentown Township Police Department SOP entitled “Utilization of Patrol Rifle/Sub-Machine Gun,” for guidelines surrounding the use and assignment of the sub-machine gun and semi-automatic rifle.

 3. The supervising firearms instructor will be responsible for maintaining a record of all department issued firearms. These will include maintenance records and any other reports submitted indicating the weapon was repaired or required service beyond normal maintenance. They will also indicate the results of inspections to include those conducted during qualification sessions.

 4. Only ammunition issued by the department, and approved by the Chief of Police, may be used in these weapons. The only exception being in a desperate tactical situation where an officer has exhausted his immediately available supply of department issued ammunition and must use non-issued ammunition in defense of his own life or the life of another.
- E. Authorized Off-Duty Deadly Force Weapons (firearms)**
1. Officers should carry a handgun at all times, when prudent and in accordance with the laws of this and other states, so that they may act in a situation requiring them to do so. The department strongly encourages off-duty officers to carry the department issued weapon. However, they may carry other handguns provided the following conditions are met:
 - a. The weapon is not smaller than .32 caliber nor larger than .45 caliber.
 - b. The weapon has been submitted to the supervising firearms instructor for inspection, and having been found acceptable, approved for use.

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- c. The officer will then submit a request, endorsed by the firearms instructor, through the chain of command to the Chief of Police for approval. However, the officer will not be authorized to carry the weapon until qualified during the next regularly scheduled training session. The officer must present proof that the weapon has been approved prior to commencing training.
 - d. All handguns carried while off-duty, must be carried in department issued holsters or holsters that have been approved by the supervising firearms instructor. At no time will a handgun be carried unsecured in a belt, waistband, or concealed in any other article of clothing not specifically designed for that purpose and approved by the department.
2. The supervising firearms instructor will be responsible for maintaining a record of all firearms approved for official use. These will include maintenance records and any other reports indicating the weapon was repaired or required service beyond normal maintenance. They will also indicate the results of inspections to include those conducted during qualification sessions.
 3. Prior to qualification officers will present to the firearms instructor, for inspection and approval, the ammunition that will be used in the weapon. The ammunition must be from a recognized and reputable manufacturer and recognized as being accepted for use by law enforcement. Only department approved ammunition may be used in authorized off-duty weapons. Off-Duty ammunition will be factory loaded and between 95 grain and 180 grain unless otherwise approved by the Chief of Police.
- F. Carrying firearms in a Courthouse, Court complex or facility where State Court functions are performed.
1. Officers, uniformed and non-uniformed, may carry weapons in the Courthouse only when they are on official court business in a law enforcement capacity. Under no circumstances

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may anyone, including a law enforcement officer who is a litigant, juror, spectator, or on personal business in the Courthouse carry a weapon in a court facility.

2. Any officer who is in a facility where State Court functions are performed and is not on official court business and is carrying a firearm must contact a Sheriff's Officer for the storage of their weapon prior to entering a court room.

G. Discharge and Exhibiting of Firearms

1. Anytime an officer discharges a firearm accidentally or intentionally, either on-duty or off, for other than training or recreational purposes, or under circumstances not otherwise covered by this Policy, the duty supervisor is to be notified as soon as is reasonably possible. Notification to the Operations/Administrative Lieutenants will be made by the duty supervisor, who may, at the Lieutenant's discretion, notify the Captain.
2. The supervisor will cause to be generated a report detailing the circumstances surrounding the discharge. The report will be forwarded through the chain of command to the Chief of Police for review and action, if any.
 - a. If the discharge was for the purpose of destroying a non-domesticated animal for humane or public safety purposes the duty supervisor may determine that a CAD entry is sufficient. However, the Administrative/Operations Lieutenant is to be advised of the discharge in a timely manner. This may be accomplished verbally or by forwarding a copy of the CAD entry.
3. Officers are not to un-holster or otherwise exhibit a firearm except under the following circumstances:

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- a. Cleaning, maintenance, or repair of the firearm.
- b. To secure the firearm in a lockbox or otherwise make it safe.
- c. During training exercises or while practicing or qualifying with the firearm.
- d. Under circumstances that create a reasonable belief that it may be necessary for the officer to use the firearm.
- e. Under circumstances that create a reasonable belief that display of the firearm, as an element of constructive authority, helps establish or maintain control of a potentially dangerous situation or in an effort to discourage resistance and ensure officer safety.

H. Use of Force and Firearms Qualification Training

1. All members of the department will twice annually receive training in regards to the contents and provisions of this Policy. This training will normally be scheduled as part of the firearms qualification training, which will also be conducted twice annually. Members of the department who have not previously been authorized to carry or use firearms will, prior to being authorized, be issued copies of this Policy and be provided training in regards to its contents and provisions.
 - a. Receipt and training will be documented in accordance with Policy.
2. The authority to carry and use otherwise prohibited firearms and weapons by qualified sworn members of this department, as defined in the statute, is granted by NJSA 2C:39-6a.(7)(a)&(b).

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All members of the department who are required, or who may be required, by their job classification or function to carry or use firearms must undergo firearms qualification twice annually. The training officer will schedule the sessions, and the sessions must be scheduled at least three months apart.

- a. Any officer who does not qualify will not be permitted to carry or use a firearm.
-
3. Prior to using any handgun during qualifications, whether it be issued to or owned by them, officers will break the weapon down and present it to the firearms instructor for inspection. The weapon will be inspected for cleanliness and any obvious defects or condition which would make the weapon unsafe. If at this time, or anytime, the weapon is determined to be unsafe or otherwise not serviceable it will be secured and will no longer be used until such time as the problem is corrected.
 - a. If it is a department issued weapon the firearms instructor will take possession of it and, if necessary, provide the officer with a like weapon to qualify with. If the weapon is owned by the officer the firearms instructor will be responsible for ensuring that the weapon is properly secured so as not to be accessible to that officer or any officer during qualifications
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- The firearms instructor will be responsible submitting the weapon and the report will be forwarded to the department armorer for inspection and repair.
 - The supervising firearms instructor will issue a replacement weapon if necessary.

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- b. At no time is any officer, other than a department armorer, to attempt to repair or otherwise adjust or modify any department issued firearm.
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4. Officers who fail to qualify will be provided remedial training and an opportunity to attempt to qualify during the same qualifying session if possible and appropriate. If the officer is unable to qualify at that time, up to three additional training and qualification sessions will be scheduled by the training officer. These sessions must be no more than thirty days apart.
 - a. If after these sessions the officer still fails to qualify the supervising firearms instructor will forward a report, documenting all steps taken in effort to qualify officer, through the chain of command to the Chief of Police. Included with this report will be the actual targets signed by the officer and the instructor. The officer will be placed on administrative duty and will not be able to carry a weapon.
 - As required by the Office of the Attorney General of NJ, the Chief of Police will notify the Burlington County Prosecutors Office, in writing, of the officers' failure to qualify.
 - b. Prior to and during remedial training sessions firearms instructors will analyze and review any problems, factors, or circumstances which may have led to the officer's failure to qualify. This will include a thorough examination and test firing of the weapon used.
-
5. The supervising firearms instructor will be responsible for maintaining all firearms training and qualifications records for each officer. For each qualification session a record must be prepared which contains the following information:

POLICE DEPARTMENT

Chief of Police
Brian V. Pesce

Administration
Capt. Shawn R. Mount

Operations
Lt. Matt L. Crowell



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- a. Officer's name, the date, type of weapon qualification course conducted, and scores obtained on each course.
- b. Name of the firearms instructor for each course
- c. Firearm used;
 - make
 - model
 - caliber
 - serial number
- d. Description of ammunition used for each weapon;
 - make
 - type
 - caliber
- e. Location where qualification session was held.

Twice annually, following qualifications, an analysis report regarding these individual records will be submitted through the chain of command to the Chief of Police for review. Included in this report will be the location of any targets, signed by the officer and the instructor, of any officer who failed to qualify. These targets must be maintained until the officer qualifies or if terminated until three years following the date of termination.

6. All firearms qualifications will be conducted by certified firearms instructors in accordance with the guidelines and standards established by the Office of the Attorney General of NJ.

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I. Administrative Assignment as Result of Death or Serious Bodily Injury

1. Anytime an officer uses any level of force or other action which results in death or serious bodily injury, as defined in this SOP, that officer will immediately be assigned plain clothes administrative duties or placed on administrative leave pending complete investigation and review of the incident.

(examples: physical force and/or mechanical force resulting in a death.)

This is not and should not be considered a disciplinary action. It is an attempt to provide the officer with a less stressful work environment while he deals with the trauma created by having used this level of force.

- a. Officers who have been placed on administrative duties or on administrative leave under these circumstances will not be authorized to carry weapons until such time as there has been a preliminary review of the incident and a preliminary psychological evaluation. Preliminary evaluations should be completed within 96 hours of the incident
2. A session with a psychologist will be mandatory for all officers involved in deadly force incidents. This session will be scheduled as soon as is reasonably possible and appropriate. The officer may go to the psychologist of his choice, with department approval.
 - a. The department will also arrange for a debriefing with a critical incident stress team.

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3. The officer will not be reassigned to his normal duties until so directed by the Chief of Police based upon the recommendation of the psychologist.

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USE OF FORCE REPORT INCIDENT #: _____

A. Incident Information

Date:	Time:	Day of Week:	Location:
Type of Incident: <input type="checkbox"/> Crime in Progress <input type="checkbox"/> Suspicious Person <input type="checkbox"/> Other Type of Call (Specify _____)		<input type="checkbox"/> Domestic <input type="checkbox"/> Traffic Violation <input type="checkbox"/> Other Dispute	Type of Person: <input type="checkbox"/> Under the Influence <input type="checkbox"/> Other Unusual Condition (Specify _____)

B. Suspect(s) Information (only those persons who were subjects of police use of force)

Name (Last, First, Middle)	Arrest?	Charge(s)	Sex	Race	Age	Weapon?	Susp. Injured?	Hospital?
	Y/N					Y/N	Y/N	Y/N
	Y/N					Y/N	Y/N	Y/N
	Y/N					Y/N	Y/N	Y/N

C. Level of Suspect(s) Resistance (check all that Apply)

Suspect....	Suspect # 1	Suspect # 2	Suspect # 3
... resisted Police Officer control			
... physical threat/attack on Police Officer			
... threatened/attacked Police Officer with blunt object			
...threatened/attacked Police Officer with knife/cutting object			
...threatened/attacked Police Officer with motor vehicle			
... threatened Police Officer with firearm			
... fired at Police Officer			
... Other (Specify _____)			

D. Type of Force Used (check all that apply)

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Type of Force Used: <input type="checkbox"/> Compliance Hold <input type="checkbox"/> Hands/Fists <input type="checkbox"/> Chemical/Natural Agent <input type="checkbox"/> Kicks/Feet <input type="checkbox"/> Strike/Use Baton or Other Object <input type="checkbox"/> Canine <input type="checkbox"/> Other Force (Specify _____)	Firearms Discharge: <input type="checkbox"/> Intentional <input type="checkbox"/> Accidental Number of Shots Fired _____ Number of Hits _____ (Use 'UNK' if unknown)
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E. Officer Information

Name (Last, First, Middle)	Badge #	On-Duty?	Uniform?	Officer Injured?	Taken to Hospital?
		Y/N	Y/N	Y/N	Y/N
Signature:			Police Officer Assignment:		
Print Supervisor Name:			Supervisor Signature:		