



Explosive Detection Canines

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Rescinds:	None		
IACLEA Standards:	6.3.3		

I. Purpose

To define the guidelines for ongoing training, care, maintenance, and deployment of explosive detection canines, as well as selection and training of new canine handlers and animals.

II. General Order

The Indiana University Police Department (IUPD) uses *Explosive Detection Canines* (EDC) to search for explosives, improvised explosive devices, explosives residue, post blast debris, firearms, ammunition, and spent shell casings. EDC teams shall be used operationally to search: sporting arenas, classroom buildings, warehouses, residences, vehicles, open areas for buried explosives and ammunition, airports, aircrafts, and containers. In addition, the EDC teams conduct security sweeps, give presentations and conduct demonstrations, and support the local *Explosive Ordinance Disposal* (EOD) team as needed, or secure scene as EOD representative until EOD team arrival.

EDC handlers shall have final authority for all operational decisions concerning the safety and utilization of the canine. EDC's shall not be utilized or required to operate outside the scope of their training.

III. Training¹

A. IUPD EDC teams shall be allotted one day per week of dedicated EDC team training.

1. EDC teams require constant and on-going training to maintain performance.
2. EDC teams are encouraged to train more than one day per week, as shift strength and call volume allows. EDC teams may use shift time to train, but must remain reasonably available to respond to calls for service.
3. Weekly training can be suspended under special circumstances (i.e., special events, high volume times, etc.) and other unforeseen events that would cause undue burden to IUPD. The Chief of Police, or designee, shall communicate this to the EDC teams as soon as practicable in case handlers/ trainers outside of IUPD need to be notified of a change in training date.

¹ IACLEA 6.3.3 – Specialized Training



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4. The IUPD K9 unit will make reasonable efforts to train one day per month with a certified trainer and/or experienced handler to maintain current canine proficiency.
- B. IUPD EDC teams shall attempt to complete a regional ATF *National Odor Recognition Test* (N.O.R.T.) annually, starting in 2019.
1. At the discretion of the senior canine handler/trainer or canine unit supervisor, IUPD may choose to certify through an outside certifying agency in addition to the N.O.R.T.
 2. Should an official ATF N.O.R.T. not be available or an EDC team is unavailable to attend, the senior canine handler/trainer shall use a weekly training day to test IUPD EDC teams using the same guidelines as the official N.O.R.T. until such time as it can be attended.
- C. IUPD EDC handlers shall maintain accurate training records documenting all training activities and certifications. These records shall be maintained as directed by the senior canine handler/trainer or canine unit supervisor in consultation with IUPD training staff.
- D. [REDACTED]
1. [REDACTED]
 2. [REDACTED]
 3. [REDACTED]



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4. During in service training the handler shall wear training attire, khaki shorts/pants and an IUPD polo/ IUPD K9 polo as described.

IV. Care and Maintenance

- A. Expenses incurred for the care and maintenance of the EDC shall be paid for by IUPD, or the handler reimbursed in an emergency.
 1. IUPD shall purchase high-quality dog food for the EDC as recommended by a veterinarian. It is the responsibility of the handler to maintain appropriate food stores and acquire food on an ongoing basis.
 2. Handlers shall ensure the EDC receives routine and emergency veterinary care, to include vaccinations, heartworm/flea/tick preventative medicine, and maintain copies of current vaccination and medical records with the IUPD records division. Should the EDC be a registered, purebred animal, registration papers shall be kept along with medical and other records.
 3. IUPD shall approve grooming expenses under certain circumstances (i.e., EDC is sprayed by a skunk; prior to important public appearances, etc.) however, regular grooming and hygiene care is the responsibility of the handler. The Division Chief of Police, or designee, shall approve expenditures for grooming prior to services performed.
 4. IUPD EDC's should not be knowingly be used for breeding purposes without written approval from the senior canine handler/trainer or canine unit supervisor and the Superintendent of Public Safety.
- B. Handlers shall be assigned an adequate kennel, constructed/placed at their residence, to ensure the safe and secure kenneling of the EDC. The kennel is and will remain property of IUPD. IUPD encourages EDC's be secured in the kennel when not in command of the handler.
- C. The EDC handler is responsible for the safety of the animal at all times.
 1. IUPD employees or members of the public shall not pet or otherwise interfere with the EDC except in the presence, and with the permission of, its handler.
 2. No IUPD personnel, other than the handler, shall give commands, tease, or harass the EDC.



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V. Deployment

- A. All EDC handlers shall maintain records of all deployments and requests for EDC services as prescribed by the senior trainer/handler.
- B. All EDC handlers shall be assigned to normal patrol shifts, unless otherwise dictated by the Division Chief or their designee in consultation with the senior trainer/handler or canine unit supervisor. EDC handlers will be required to assist with special events (i.e., IU football, IU basketball, etc.) in addition to normal patrol shifts as requested/required by department administration. The EDC handlers will be the on-site EOD liaison when EOD support is provided by another agency.
 - 1. During special events where EDC handling is the only responsibility of the handler, the handler shall be authorized to wear training attire, khaki pants and an IUPD polo/ IUPD K9 polo as described.
- C. EDC handlers may be contacted during off-duty hours by the on-duty division supervisor should the need for EDC arise, or for guidance on matters related to EOD response. This response is not required. The handler should note the time of the call as the start time for payroll purposes.
- D. EDC handlers may transport prisoners only when the handler's assigned vehicle is equipped with a prisoner transport partition. The decision to transport a prisoner is at the sole discretion of the EDC handler, and IUPD encourages EDC handlers to request another vehicle to transport prisoners when the EDC is in the vehicle. EDC handlers shall not transport prisoners or members of the public who appear ill or may become ill due to high levels of intoxication/impairment.
- E. The EDC handler shall take care to prevent damage to all personal property of members of the public or IUPD. When damage occurs or there is a claim of damage to any property, the handler shall: notify the appropriate on-duty supervisor (division where incident occurred, if working away from home division), ensure photographs are taken of all damage immediately, and the supervisor shall complete an incident report detailing the damage or claim of damage.
- F. The EDC handler shall take care to prevent injury to members of the public or IUPD from accidental bites and / or injury. Should an accidental bite or injury (or claim of injury) occur, the handler shall follow the above reporting



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requirements for reporting damage to property. Should an accidental bite occur, the EDC will be immediately kenneled prior to notifying supervision.

VI. Handler and Canine Selection / Canine Retirement

- A. Being an EDC handler with IUPD requires a great deal of dedication and time. K9 handler selection criteria are as follows²:
 - 1. A minimum of 2 years of employment with IUPD
 - 2. Willingness to commit a minimum of 5 years to the K9 unit
 - 3. Suitable living situation as determined by an in-home interview
 - 4. Ability to physically perform duties required of an EDC handler, to include long deployments in all types of weather, carrying/moving EDC and equipment when necessary, performing extended sweeps during large events, etc.
- B. IUPD EDC handlers shall be compensated as defined by the F06-03.1 *Canine (K9) Handler Compensation Agreement* form
- C. The IUPD K9 unit shall select and train EDC's as required per departmental need/request³.
 - 1. The senior canine handler/trainer and canine unit supervisor, or their designee, shall select and approve all EDC's prior to initial training⁴.
 - 2. The senior canine handler/trainer, or canine unit supervisor, shall consult with the new handler regarding the timeline of the assignment of the untrained canine to handler for initial obedience training, during imprinting training, or after initial training has been completed⁵.
 - 3. IUPD shall allow the senior canine handler/trainer or canine unit supervisor and the new handler a minimum of three weeks of imprinting training prior to putting the EDC "in-service". The untrained canine shall be approved as

² IACLEA 6.3.3.a – Specialized Training

³ IACLEA 6.3.3.b – Specialized Training

⁴ IACLEA 6.3.3 – Specialized Training

⁵ IACLEA 6.3.3.b – Specialized Training



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ready to begin imprinting training⁶ by the senior canine handler/trainer or canine unit supervisor before beginning.

4. Final decisions regarding the amount of training time needed to bring a new EDC into service rest solely on the senior canine handler/trainer or canine unit supervisor, as this foundational training is the most crucial element in the effectiveness of EDC's⁷.
 5. When a handler has an EDC retire, that handler shall, with the approval of the Chief of Police and/or their designee, continue their assignment to the K9 unit should they still meet the above requirements. The handler may then assist the senior canine handler/trainer or canine unit supervisor in acquiring and training of the new EDC.
 6. The handler may elect to end their time as an EDC handler when their EDC retires.
- D. When the EDC is no longer capable of performing at an acceptable level due to age, illness, injury or mental condition, it shall be retired from service. This decision should be made in consultation with the handler and the senior canine handler/trainer and the canine unit supervisor.
1. IUPD shall make every attempt to turn the EDC over to the respective handler, if they so desire, providing that the handler signs a release accepting all ongoing responsibility for the animal.
 2. The EDC may be turned over to another prospective owner if the prospective owner signs a release accepting all ongoing responsibility for the animal. See F06-03.2 *Canine (K9) Care Post-Retirement Agreement*
- E. Should a handler separate from the University while still having a serviceable EDC, IUPD shall either retire the EDC to the handler who is separating, with the approval of the Superintendent of Public Safety in consultation with the Divisional Chief, or the EDC may be transferred to a new handler.
1. Considerations for the retirement of the EDC upon handler separation shall include (but are not limited to) age of the EDC and serviceable remaining lifespan and the terms of separation from the University.

⁶ IACLEA 6.3.3.a – Specialized Training

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- The handler shall make a written request to IUPD for transfer of ownership of the EDC upon separation.

VII. Related Information

Indiana University Police Department:

F06-03.1 *Canine (K9) Handler Compensation Agreement*

F06-03.2 *Canine (K9) Care Post-Retirement Agreement*

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Superintendent of Public Safety