



General Order: 2.9 USE OF DEADLY FORCE REVIEW BOARD

Effective: January 1, 1988
Last Revised: March 31, 2011

PURPOSE

The purpose of this General Order is to establish a process to review the use of deadly force by employees of this department.

POLICY

The Garden Grove Police Department is charged with the important responsibility of objectively evaluating the use of deadly force. It is the policy of this department to convene a Use of Deadly Force Review Board when the use of deadly force by any employee results in INJURY OR DEATH TO A PERSON.

The Use of Deadly Force Review Board will also investigate and review the circumstances surrounding every accidental or intentional discharge of a firearm, whether the employee is on or off duty, excluding range training or recreational use.

The Chief of Police may convene the Use of Deadly Force Review Board to investigate the circumstances surrounding any use of force incident.

COMPOSITION OF THE BOARD

The Use of Deadly Force Review Board shall be comprised of five persons: an Administrative Services Bureau Commander, a Patrol or Investigative Division Commander, the Training Manager and two non Administrative Sergeants. The Administrative Bureau Commander will serve as chairman. In the event that one of the members of the board is in the chain of command of the involved employee(s), another Bureau Commander or Division Commander may substitute for the members of the board.

The Administrative Services Bureau Commander will convene the board as necessary. It will be the responsibility of the Division or Unit of the involved employee(s) to notify the appropriate Bureau Commander of any incidents requiring board review. The Division or Unit Commander will also ensure that all relevant reports, documents, and materials are available for consideration and review by the board. **The involved Division or Unit Commander will also notify the involved employee that the Board will review the Use of Force Incident prior to the Board convening.**

RESPONSIBILITIES OF THE BOARD

The Use of Deadly Force Review Board is empowered to conduct an administrative review regarding the circumstances of an incident. The officer or officers involved in the incident under review, will be interviewed by the Internal Affairs Sergeant prior to the meeting of the Board in conjunction with the procedures established in General Order 1.2 - Disciplinary Procedures. The board membership may request further investigation into the incident if necessary.

The board does not have the authority to recommend discipline. The board shall make a finding and a finding will be limited to one of the following:

1. The employee's actions were within department policy and procedures.
2. The employee's actions were in violation of department policy and procedures.

A finding will be the consensus of the board. After the board has concluded, the board chairman will submit a written report of the board's finding to the Chief of Police. A copy of the report format is attached to this General Order.

After review by the Chief of Police, a copy of the entire report will be forwarded to the involved employee's Division Commander for review and appropriate action.

At the conclusion of the review process, a copy of all relevant reports and information will be filed with the Internal Affairs Sergeant.

Once the board has reached its specific finding, the Training Manager may convene the separate Training Committee to address training needs and recommendations for the department without specific reference to the facts of the incident considered by the Board.

GARDEN GROVE POLICE DEPARTMENT
USE OF DEADLY FORCE REVIEW BOARD
REPORT OF FINDINGS

On _____, _____ were involved in an incident that warrants an objective evaluation by the Police Department. This report will summarize the incident, document the actions and findings of the Use of Deadly Force Review Board, and serve as a permanent record of the Department's effort to protect its employees and the community from unwarranted allegations of the misuse of physical, non-lethal or deadly force.

The Board met on _____ in the _____ Room of the Police Department.

Employee Involved:
Date of Hire:
Current Assignment:
Shift/Days Off:
Working Status:
(Administrative Leave, IOD, Etc.)

Employees Interviewed: None

Observers Present During the Meeting: None

Weapon Involved: / Yes / If yes, describe the weapon:

Synopsis of the Incident:

Findings of the Board:

Within Policy _____ Not Within Policy _____

Areas/Issues Discussed by the Board:

_____	_____	_____
Bureau Commander Chairman	Division Commander	Training Manager
_____	_____	
Sergeant	Sergeant	

Date: _____

Approval by the Chief of Police: _____

GARDEN GROVE POLICE DEPARTMENT
General Order: 2.9
Use of Deadly Force Review Board

Date: _____

Statement of the employee involved (to be completed prior to placing this report in the Use of Deadly Force file maintained by the Internal Affairs Investigator)

"I have read and received a copy of this report"

Employee's Signature: _____ Date: _____

Employee's Signature: _____ Date: _____