



# FROSTBURG CITY POLICE DEPARTMENT

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Commissioner of Public Safety

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Chief of Police

## Use of Force Incident Tracking

### I. POLICY

- A. It is the policy of the Frostburg City Police Department that, in addition to all other reporting requirements, any use of force will be documented in accordance with the procedures below and will include a supplemental “Use of Force” incident log in the Police Reporting System.

### II. PURPOSE

- A. The purpose of this policy is to ensure that any use of force incident is recorded in such a way that the Commissioner of Public Safety, Chief of Police, police administrators, and police supervisors can easily track occurrences of use of force, monitor statistics on the use of force, locate and review use of force reports, and detect training and policy issues.

### III. PROCEDURE

- A. All police officers are required to document and thoroughly describe any use of force in an incident report, as required in the *Frostburg Police Department Rules and Regulations* and departmental directives. (See, e.g., *Use of Force*, *Reporting Requirements*, and *Investigation of Misconduct* policies).
- B. **In addition to the above documentation requirements, any time force is used, an additional incident report with the nature “Use of Force” will be opened in the Police Reporting System, which lists the report number in which force was used.**
1. For purposes of opening a supplemental “Use of Force” tracking log **only**, use of force does not include (a) officer presence, (b) verbal commands, (c) cooperative handcuffing or (d) cooperative searches. However, these activities must continue to be reported in the original incident report.
- C. The supplemental “Use of Force” incident need not include a duplicate of the original incident narrative, but it must clearly state the report number in which force was used.
- D. It is the responsibility of the officer that used force to have the “Use of Force” log opened and of the officer’s supervisor to ensure that this occurs.