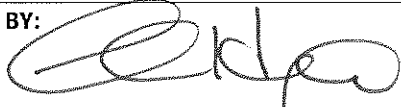


<p align="center">SOLANO COUNTY CALIFORNIA PROBATION DEPARTMENT</p>	<p>POLICY NUMBER: 616</p>	<p>EFFECTIVE DATE: September 19, 2016</p>
	<p>SUPERSEDES: June 30, 2007</p>	
<p>APPROVED BY:  CHIEF PROBATION OFFICER</p>	<p>TITLE: BODY ARMOR AND IDENTIFICATION CLOTHING</p>	

1. **Policy** Probation officers are issued personal body armor to use in the official performance of their duties. All Postrelease Community Supervision (PRCS) staff and Probation Enforcement Search Team (PEST) members will be assigned identification body armor carriers and jackets with the Department insignia.

For purposes of this policy, probation officer includes all sworn peace officer classifications, including Supervising Deputy Probation Officer, Probation Services Manager, and field group counselor.

2. **Procedures**

- A. **Body Armor**

- (1) Probation officers shall only wear department-approved body armor.
 - (2) A body armor vest and if needed, the identification carrier will be fitted for size by the Department or Representative prior to the purchase/issue of a vest. All vests will be numbered for identification and the probation officer will sign out the vest on the equipment loan form.
 - (3) Use of body armor is mandatory for all armed probation officers and unarmed probation officers when accompanied by an armed officer in the field or if making any planned field arrests.
 - (4) Use of body armor is recommended for all officers doing fieldwork. If body armor is worn during fieldwork, it must be worn under civilian clothing.

- B. **Identification Jacket/Clothing**

- (1) PRCS and PEST members must wear identification carriers and/or identification jacket or other clothing with Department insignia during all organized searches/sweeps.
 - (2) Refer to the Appearance and Attire Policy (Policy #506) regarding appropriate use of clothing when not engaged in a field search/sweep.

C. Care and Maintenance

- (1) Each probation officer will be responsible for maintaining control of issued equipment and ensuring security of all equipment.
 - (2) Probation officers are responsible for the proper storage, maintenance and care of body armor in accordance with the manufacturer's instructions. Body armor should never be stored for any period of time in an area where environmental conditions (e.g. temperature, light, humidity) are not reasonably controlled (e.g., normal ambient room temperature/humidity conditions), such as in automobiles.
 - (3) Annual inspections by supervisors shall be conducted for fit, cleanliness, and signs of damage, abuse and wear. An inspection may be conducted at any time upon a probation officer's request.
 - (4) Body armor that is damaged or worn so that it can no longer be safely used shall be replaced by the Department. Body armor that must be replaced due to misuse or abuse shall be paid for by the probation officer.
 - (5) Body armor shall be replaced when expired and at manufacturer recommended intervals.
3. **Exceptions** Any exceptions to the provisions set forth in this Policy shall require prior written approval from the Chief Probation Officer.