

**CITY OF OCONOMOWOC POLICE DEPARTMENT
POLICIES & PROCEDURES**

DATE: December 8, 2020

HISTORY: December 14, 1998

SUBJECT: Administrative Review of Use of Force

POLICY NUMBER: 98-056

I. PURPOSE

To provide initial procedures to be followed in the administrative review and investigation in incidences involving members' application of force against another person including the discharging of a firearm and/or force, which results in death.

II. PROCEDURE

A. Deadly force incident:

1. When a police officer's use of force results in the death or serious physical injury of another, the officer shall be removed from line-duty assignment pending administrative review.
2. The department shall conduct independent administrative and criminal investigation of the incident, the results of which will be promptly reported to the Chief of Police.

B. Discharging of a firearm:

1. Anytime an officer's use of force against another person is through the discharging of a firearm, whether on or off duty, that officer shall notify their immediate supervisor as soon as practical.
2. The officer and the supervisor most knowledgeable of the incident shall each submit a written report to be forwarded to and reviewed by the Chief of Police describing the incident and evaluating the force used.
3. If further investigation is deemed necessary by the Chief of Police, an Internal Investigations will be conducted and the results of the investigation again forwarded to the Chief of Police with recommended action.

C. Other use of force incidents:

1. All other use of force incidents, including but not limited, to the following shall be documented in an official report as hereafter provided:
 - a. the use of force to affect an arrest.
 - b. the use of force for self-defense and/or the defense of another.
 - c. the pointing of a firearm at another person.
2. This requirement may be met by including the details surrounding the use of force in the official report normally required for an incident or arrest or by submitting a special report on the matter when an incident report would not otherwise be required by department policy. A supervisor may require a special report under any circumstances.
3. Copies of this report shall be forwarded via the chain of command to the Chief of Police.

4. If further investigation is deemed necessary by the Chief of Police, an Internal Investigations will be conducted and the results of the investigation again forwarded to the Chief of Police with recommended action.

III. EXCEPTIONS TO THIS POLICY MAY BE AUTHORIZED ONLY BY THE CHIEF OF POLICE

This policy is effective immediately
and will supersede any directives or understandings in conflict