



City of Racine Police Department
Policy and Procedure

Number: 1304

Subject: Department Issued Body Armor		
Date Issued: 11-07-03	Effective Date: 05-01-11	Revision Number: 2

POLICY:

It is the policy of the Racine Police Department to provide body armor to all of its sworn members. The Racine Police Department will replace issued body armor at the end of its expected service life, according to manufacturer’s specifications, or as needed due to damage. The Department strongly recommends all members wear body armor during any police related work outside of the Safety Building.

DEFINITION:

Field Activities – Tasks that could reasonably be expected to place members in situations where they would be required to act in an enforcement rather than administrative or support capacities. *Uniformed patrol assignments, Department sponsored overtime, special call in assignments and uniformed extra duty assignments constitute field activity.*

PROCEDURE:
SUPPORT SERVICES MANAGER:

Maintain a current list of sworn department personnel and issue body armor or replace body armor on a rotational basis every five (5) years.

1. Maintain record of date body armor was issued to each sworn member of the department.
2. Maintain a schedule of replacement for body armor past its respective service life.
3. Replace body armor on an as need basis due to damage, etc.
4. Collect old body armor from Department personnel at time of replacement or at the time of the member’s retirement. If a member elected to pay an upgrade on their old body armor, it still must be turned in.

MEMBER:

1. Maintain issued body armor in a clean and serviceable condition.
2. Members **shall** wear body armor when wearing the standard police uniform on duty and during uniformed extra duty employment.
3. All other members shall keep their body armor in a location that allows for immediate access (in vehicle versus locker room of Safety Building).
 - a. *Investigators and members assigned in plainclothes are required to wear body armor when engaged in Field Activities (arrests, traffic stops, executing search warrants or responding to calls for service).*
 - b. A supervisor may exempt a member engaged in undercover or plain clothes work if the wearing of body armor would compromise the member’s work.
 - c. The Chief of Police may determine circumstances where the mandated use of body armor is inappropriate.
4. Surrender issued body armor at the time of its replacement or upon the member’s retirement, termination or separation from the Department.
5. Report damage to body armor on Lost or Damaged Department Equipment form (RPD 44) and request repair or replacement in accordance with procedure # 1211 – Repair or Replacement of Department Owned Equipment.
6. Department members who choose to wear personally owned body armor may do so without being considered in violation of this policy, provided:
 - a. Personally owned body armor meets or exceeds current Department standards.
 - b. All other appropriate provisions of this policy are met.

RELATED PROCEDURES:

- [0110 – Reimbursement for Lost or Damaged Personal Property](#)
- [113- Part-Time Outside Employment](#)
- [1211 – Repair or Replacement of Department Owned Equipment](#)
- [1301 – Standard Police Uniform Specifications](#)

[1302 – Plain Clothes Dress Specifications](#)
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