THE POLICIES AND PROCEDURES INCLUDED IN THIS MANUAL ARE NOT A CONTRACT OF EMPLOYMENT AND SHOULD NOT BE RELIED ON AS SUCH. THESE POLICIES AND PROCEDURES ARE SUBJECT TO AND MAY BE CHANGED AT ANY TIME BY THE DEPARTMENT OF PUBLIC SAFETY, MEDICAL UNIVERSITY OF SOUTH CAROLINA.

A. PURPOSE

The purpose of this policy is to provide law enforcement officers and State Security Officers with guidelines for the proper use and care of body armor.

B. Policy

The Department of Public Safety believes that the safety of its officers is a priority. Therefore, the department will provide body armor to all officers. Officers will be required to wear their body armor within the guidelines of this policy. (CALEA 41.3.5)

C. Procedure

1. All officers in uniform will wear the body armor issued by the department. This body armor is rated at threat level IIIA. (CALEA 41.3.5)

2. All officers will wear body armor under the following circumstances: (CALEA 41.3.5 and 41.3.6)
   a. when the officer intends to serve a warrant at a location other than at headquarters;
   b. during any raid or enforcement action;
   c. when the officer anticipates becoming involved in a potentially confrontational situation;
d. during any surveillance; and

e. All uniform officers will wear their body armor while on routine patrol.

3. Supervisor Requirements (CALEA 41.3.5)

a. A Supervisor may require an officer to wear body armor in situations not addressed in this policy.

b. Any deviation from required wearing of body armor, other than those listed, must have the approval of the Director of the Department of Public Safety.

c. Supervisors will ensure that officers under their control notify the Operations Support Commander, six months prior to the expiration of the vest certification, or in the event the body armor requires replacement due to damage or normal wear.

4. Exceptions to the wearing of body armor by an officer are:

a. When the officer is involved in undercover or plainclothes work that his supervisor determines would be compromised by the use of body armor.

b. When physical condition prevents the comfortable wearing of body armor. This condition will require a doctor’s excuse to be provided.

c. When the officer is assigned to perform administrative function.

d. The officer will maintain his body armor in a location to allow immediate access.

5. Inspections of body armor

a. Supervisors shall be responsible for ensuring that body armor is worn and maintained as required by this policy by a periodic documented inspection of their officer’s body armor.

b. There shall be an annual inspection of all body armor for fit, cleanliness, signs of damage, abuse, and wear.

6. Care and maintenance of body armor

a. Each officer is responsible for the proper storage of his/her body armor in accordance with manufacturer’s instructions.

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b. Each officer is responsible for daily inspection of his/her body armor for signs of damage.

c. Each officer is responsible for the cleaning of his/her body armor in accordance with the manufacturer’s instructions.

d. Each officer is responsible for reporting any damage or excessive wear to the weapons officer.

7. Training

a. The Uniform / Equipment officer will train all officers in the manufacturer’s recommended maintenance and cleaning of the body armor.