



# RULES AND REGULATIONS

PROCEDURE NO. 115-1

UNIFORM REGULATIONS – SWORN PERSONNEL			
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All on-duty sworn personnel uniformed and non-uniformed when not required to wear “Body Armor” must have their “Body Armor” readily available.

- c. Personnel exempt from wearing of “Body Armor”.
  - (1) Personnel assigned to administrative or support duties or authorized by the Chief of Police.
  - (2) Detectives, except when acting in an enforcement capacity. When serving warrants or when involved in other high risk activities Detectives shall be required to wear “Body Armor”.
  - (3) Personnel with a medical condition that would preclude them from wearing the Body Armor. This condition must be approved by a Physician.
  - (4) Personnel involved in undercover or plain clothes work that his/her supervisor determines could be compromised by wearing the Body Armor.
- d. As new body armor is issued, it shall be dated by the Administrative Staff and a file made by the employees Lieutenant. The officer shall be notified of the warranty expiration date.
- e. “Body Armor” shall be rated to stop .357 magnum and 9mm Parabellum ammunition and shall be rated at Threat Level II or better.
- f. Lieutenants shall insure that all members are familiar with the maintenance and cleaning of body armor as specified in Attachment-A. Periodic roll call training shall be initiated by each unit through the training coordinator of that unit on the use, maintenance and cleaning of body armor.
- g. Periodic inspections shall be conducted by Lieutenants to insure that the body armor is being properly maintained and cleaned.



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- h. During semi-annual firearms qualifications, all personnel shall bring departmentally issued “Body Armor” for inspection by qualified range personnel.
- i. Officers shall be notified of the warranty expiration date and should notify their Supervisor of expired “Body Armor”. It will then be the responsibility of the Supervisor to arrange to replace the expired “Body Armor” at that time.
- j. Officers are authorized to wear the Elbeco V1 TexTrop External Vest Carrier as approved uniform wear and must adhere to the standard uniform protocol as to color, badge, and name tag. Additionally, it is required that the item house the officer’s **issued vest**.

Paul A. Irwin Jr. Chief of Police

Attachment: Appendix “A”

## APPENDIX "A"

### MAINTENANCE AND CLEANING OF BODY ARMOR

Body armor should not be machine washed or dried, since it has been demonstrated that damage to the fiber can occur from the laundry equipment itself, ultimately affecting its ballistic performance. Therefore, a gentle hand wash with mild detergent in cold water and indoor drip drying are recommended. Commercial laundries also must be avoided, since the detergents they use are much harsher than home detergents and can reduce the ballistic-resistant characteristics of the fabric.

While body armor containing water-repellent-treated fabrics can be hand washed, they must be thoroughly rinsed. The fabrics will retain a high level of their original water-repellent treatment, but without proper rinsing, they can accumulate a film of residual soap that absorbs water, and ballistic resistance is reduced. For this reason, thorough rinsing after hand washing is strongly recommended.

Under no circumstances is bleach or any product containing bleach to be used in the laundering of body armor. Bleach, even when highly diluted will adversely affect the ballistic-resistance level of the garment. Pre-soak products. Fabric softeners, and stain removers should have no effect on the ballistic resistance of the fabrics.

Perchloroethylene, the most commonly used dry cleaning solvent, has been demonstrated to have no adverse effect on the ballistic resistance of the fabrics. However, because of the variety of dry cleaning solvents in use today, most body armor manufacturers recommend that dry cleaning be avoided.

Ballistic fabrics should never be dried outdoors.

If any part of the body armor experiences non-ballistic damage, it should be returned to police distribution. If the sewing thread deteriorated, or unraveling of the fabric occurs, the body armor must be returned to police distribution. Do not attempt to repair the garment yourself.

The removable carrier, after removal of the body armor, may be machine washed and machine dried using durable press setting and medium water and dryer temperatures. Carrier may be line dried. Carrier may be dry cleaned. Do not use bleach. Carrier must be completely dried before inserting body armor panels. Always store body armor flat or on a hanger. Do not fold.

Body armor shall be stored out of direct sunlight and in a dry cool place.

Because of the variety of body armor designs the officer should refer to and follow the manufacturer's recommendation on proper care and maintenance of their specific style ballistic garment. Body armor should be visibly inspected by the officer for separation of the ply and weave of protective material and for torn bindings on the panels.