

GENERAL ORDER, OPERATIONS, NUMBER 30
JUNE 6, 2002
WATERLOO POLICE DEPARTMENT

A. SUBJECT:

Mounted Patrol Unit Operations.

B. PURPOSE:

To establish standard policies and procedures for the deployment and use of trained police horse teams. The purpose of the Mounted Unit is to patrol assigned areas and to be responsible for handling police calls for service that occur in their assigned area. Their principal duties include crime prevention and detection, park and neighborhood patrols, crowd control and traffic enforcement, and public relations.

C. POLICY:

All police horse teams shall be acquired, trained, equipped, deployed and utilized and in compliance with the following procedures.

D. PROCEDURES

1. Definitions:

- a. A horse team refers to a trained police officer and his/her trained horse.
- b. For the purposes of this general order, the term officer includes both sworn and reserve officers.
- c. Certification means the successful completion of a formal performance test, which is the culmination of training conducted in accordance with guidelines, established by the Pat Parelli Method of Horsemanship.

2. Functional Objectives:

- a. Community Policing—horses dissolve barriers and increase personal contact.
- b. Detection of Offenses—the mounted officer can see over cars, fences and travel through areas where motorized vehicles cannot travel. From their height on the horse, the officers have an enhanced field of observation.

- c. Searches—mounted officers have a higher success rate than canine teams and air support when searching for missing persons, fugitives, and evidence.
- d. Crowd Control—a mounted officer has the advantages of an imposing presence and psychological deterrence at demonstrations, parades, and sporting events.
- e. Traffic Control—a mounted officer can detect violations and write citations from horseback.
- f. Security—a mounted officer provides a very mobile presence following natural disasters and civil disturbances.
- g. Public Relations—horses attract people and consequently bring them into a positive relationship with the police officer.
- h. Goodwill—mounted officers present a friendly, open image of the entire Department.
- i. High Visibility--the mounted officer is literally up ten feet in the air. This high visibility does not go unnoticed by both potential criminals as well as the public.

3. Responsibilities:

a. Police Department Responsibilities:

- 1. Neither the Police Department nor the City of Waterloo will own nor maintain any horse.
- 2. The Police Department will supply:
 - a. One saddle blanket with Waterloo Police patches and “Police” wording.
 - b. One equestrian safety helmet.
 - c. Reflective safety equipment consisting of:
 - 1. One pair of stirrup reflectors.
 - 2. Two pair of silver reflective leg reflectors.
 - 3. One yellow reflective chest strap cover.
- 3. The City of Waterloo will maintain liability insurance coverage for the Mounted Unit as part of the standard Police Professional Liability Insurance Policy.
 - a. The Collective Bargaining Unit Agreement, Section 11.01 covers compensation for damage to employees’ personal vehicles and personal

equipment while utilized in the scope of the employees' duty.

b. Officer Responsibilities:

1. Each officer member of the Mounted Patrol will be solely responsible for, but not limited to:
 - a. Purchase, boarding, feeding, farrier service and veterinary care of their horse.
 - b. Purchase, care and storage of all saddles, bridles, halters, ropes and related equipment.
 - c. Authorized Saddles
 1. The Australian Saddle, with or without a horn, brown in color, is the standard saddle for mounted patrol and all parades.
 2. The use of a western saddle, brown or black in color, is approved for patrol duties, but not for parades, where a standardized look is desired.
2. Each officer member of the Mounted Patrol is responsible for training and proficiency with their mount on their own time.

c. Horse trailer procurement and maintenance.

1. Horse trailer purchase is the responsibility of the individual officer.
2. A City-owned vehicle may be used to pull a privately owned horse trailer to official events and for police duty.
 - a. A privately owned horse trailer pulled by a city vehicle is covered by the city auto liability insurance.
 - b. A privately owned horse trailer pulled by a privately owned vehicle must be covered by its own liability insurance under Iowa Code 321.20B.

d. Safety

1. Each officer shall wear the Department issued helmet and a pair of personally purchased boots while performing Mounted Patrol duties.
2. Mounted Patrol duties should be conducted in pairs for safety purposes.
3. A lead rope shall be carried when on patrol in the event an officer must dismount and tie their horse to a fixed object.
4. When horses are deployed during hours of dusk or darkness, the city issued reflective safety equipment listed in paragraph D.3.a.2.d shall be worn by the horse.

- a. Temperature Extremes Policy.
 1. Horse teams will not be deployed when the “heat index” (temperature plus humidity) is in excess of 94 degrees Fahrenheit.
 2. Horse teams will not be deployed when the wind chill factor (temperature plus wind speed) is below 26 degrees Fahrenheit.
4. Assignment and Supervision.
 - a. The Mounted Patrol shall be assigned to the Patrol Division with duty hours that will most effectively utilize their expertise and capabilities. The Patrol Watch Commander shall determine assigned duty hours.
 - b. Requests for use of the Mounted Patrol at times other than the normally assigned duty hours shall be with prior approval of the Chief of Police or designee.
 - c. Requests for use of the Mounted Patrol by other law enforcement agencies or jurisdictions require the review and prior approval of the Chief of Police or designee.
 - d. At the discretion of the on-duty Watch Commander/Supervisor, the Mounted Patrol will be assigned to regular patrol responsibilities with additional specialized duties including but not limited to the following:
 1. Parades
 2. Special events
5. Employee guidelines: while in the presence of horse teams.
 - a. Caution shall be used when approaching a horse team, especially from the rear.
 - b. Physical contact, other than petting the horse, is forbidden.
6. Officer Injury: In the event an officer is injured and cannot exercise control over the horse, any officer on the scene should:
 - a. Call for another mounted officer, if one is available.
 - b. If the time required for response by another Mounted Patrol officer may jeopardize the injured officer’s life or safety, the officer(s) on

the scene should attempt to divert the attention of the horse in order to reach and move the injured officer to safety.

7. Use of Force: The use of a horse by an officer rider in the performance of duty may be considered use of force. If the horse is used to stop assaults, overcome resistance by arrestees or defend an officer or another person, their use shall be in compliance with General Order, Administration, Number 7, Use of Force, which sets the standards for all police personnel.
 - a. The use of the Mounted Patrol for crowd control shall be more restrictive than routine patrol situations, as follows. The Mounted Patrol may be used for crowd control when it is necessary to prevent death or injury to innocent persons or to prevent assaults on police personnel.
 1. Basic military formations will be used to disperse a crowd. These formations are:
 - a. Line
 - b. Wedge
 - c. Echelon/Diagonal (Right and Left)
 2. All crowd control formations will be executed at a walk.
 3. Officer riders will maintain their horses in close formation in order to bring their mass upon the crowd.
 4. At no time will an officer turn the rear of the horse towards the crowd.
 5. Any movement of the crowd shall be with the horse facing the crowd.
 6. No officer is to break the formation to chase or attempt to apprehend a suspect.
 7. At no time will an officer spin their horse in a reckless manner in a crowd.
 8. A slow turn on the forehand or hindquarter or a slow sidepass is authorized.
 9. Ground officers, with mounted officers acting as security for the ground officers, should handle any arrest(s) of suspect(s) from the crowd.
 - b. Horse teams may be used to apprehend fleeing subjects or overcome resistance by arrestees only after due consideration of the following, and the officer reasonably believes that such force is necessary and justified.
 1. The nature of the offense.
 2. The danger to the public or officers should the subject not be immediately apprehended or controlled.
 3. Officer Safety

- a. In order to prevent an officer from being grabbed and pulled off their horse, the following procedures shall be used:
 - 1. Turn the horse's head away from the suspect and apply opposite leg pressure to turn the mount's hindquarters into the suspect. Continue to drive the horse into the attacker until the attack ceases.
 - c. An incident report will be prepared on all Mounted unit activities that involve crowd control or the use of the horse to control/detain an individual.
8. Training.
- a. All horse teams used by the Waterloo Police Department will be trained and certified in accordance with guidelines established by the Pat Parelli Method of Horsemanship.
 - b. All horse teams shall be scheduled for recertification on an annual basis according to the following guidelines.
 - c. The Police Department Training Unit shall develop and schedule ongoing training exercises for all horse teams.
 - 1. All training shall be directed at building and maintaining proficiency in prescribed areas of performance.
 - 2. Records of all ongoing training and horse team certification shall be maintained by the Training Unit.
 - 3. Mounted officers shall maintain and demonstrate proficiency and competence at all times in order to safely control their mount and perform the functions of a mounted police officer.
 - a. Failure to maintain and demonstrate proficiency and competency shall be grounds to discontinue Mounted Patrol activities until proficiency is demonstrated.
9. "Road Apple" Policy
- a. Waterloo City Ordinance 7-56 requires the owner of any horse to remove excrement (feces, a.k.a., "road apples") from public or private property. Waterloo Police Mounted Units are specifically exempt from this ordinance.
 - b. In order to maintain good public relations, the following will apply:

1. If a horse leaves road apples on a sidewalk, the rider will immediately dismount and kick them into the gutter.
2. If a horse leaves road apples in the street, the rider should make a note of their location and return at the end of the event to retrieve them into their trailer.
3. It is possible an officer will not know their horse has produced road apples. If a citizen complains, the road apples should be removed as soon as possible.

10. Vehicle Accident

- a. In the event of an accident involving a vehicle striking a horse or an accident involving a trailer transporting a horse, immediately notify the Watch Commander to:
 1. Contact a large animal veterinarian to respond immediately to the scene of the accident, if it is deemed necessary.
 2. Contact Waterloo Fire-Rescue to respond with their rescue truck, depending on the severity of the accident and whether or not the animal is injured or trapped.
 3. Notify the Chief of Police and other Mounted Unit officers on-duty to assist.
 4. Any cost associated with veterinary care and rescue of the horse is the personal responsibility of the officer-owner of the horse, unless it is duty related.

11. Officer Compensation Policy for Mounted Unit Duty

- a. Riding for regular duty
 1. There will be no overtime gained when an officer is riding for their regular eight-hour watch.
 2. The 8-hour watch includes a half-hour for preparation and transportation time both at the beginning and at the end of the watch.
 3. The officer will be in the saddle and available for calls for service for seven hours of the eight hour watch, minus the contractual meal break and coffee breaks.
- b. Mounted Unit Training
 1. Scheduled monthly eight-hour training days will normally consist of six hours of actual training, unless otherwise specified, in writing.
 2. Officers will be granted an additional half-hour preparation and transportation time at both the beginning and end of the training. The normal paid meal break will apply.

3. Training will be paid as straight time, compensatory time only.
4. If training occurs during regular duty hours, no overtime will be earned.
5. With direct Watch Commander approval only, if sufficient personnel are on-duty on the watch, an officer may request to take off from the watch in lieu of receiving compensatory time in order to attend training.

c. Public Relations Events

1. These events include, but are not limited to, parades, school functions, Pony Express Rides, Cattle Congress and My Waterloo Days events.
2. These events will be paid at time-and-one-half, compensatory time only.
3. Officers will be granted an additional half-hour preparation and transportation time at both the beginning and end of the event. This additional hour will be paid only as straight time, compensatory time.

d. Recall

1. Recall may occur, for example, by searching for lost persons, prisoners, crime scene evidence, or civil disturbance/crowd control.
2. All time associated with recall shall be compensated as per the Collective Bargaining Agreement.
3. Mounted officers may apply for one additional hour of preparation and transportation time, if applicable.

12. Unit Insignia

- a. The Mounted Patrol Unit Insignia shall be gold colored crossed cavalry swords.

By order of:

Thomas J. Jennings
Chief of Police