


<b>Subject: Kinston Police Department</b> <b>Special Weapons and Tactics Team (SWAT)</b>	<b>Document #:</b> <b>900 - 1</b>		<b>Effective Date:</b> <b>10-07-2020</b>	<b>Page:</b> <b>1 of 5</b>
<b>Approval:</b> <b>Chief of Police</b>	<b>Manual:</b> <b>Policy and Procedures</b>			

**I. PURPOSE**

The purpose of this policy is to provide guidelines for the Kinston Police Department’s Special Weapons and Tactics Team (SWAT), as well as the Hostage Negotiations Team. The Major of the Patrol Division shall have overall responsibility of this unit.

**II. DEFINITIONS**

A. SWAT: A law enforcement unit which uses specialized or military equipment and tactics.

**III. POLICY**

- A. The Kinston Police Department SWAT team shall consist of fifteen (15) specially qualified police officers who are selected, trained, equipped and deployed in high risk law enforcement situations. The members of the SWAT team are assigned other full-time duties and serve on the SWAT team as needed. The SWAT team operates under the tactical command of the SWAT Commander. The Chief of Police or his/her designee in charge of the department shall hold strategic command of the SWAT team during the activation of this unit.
- B. The SWAT team shall be immediately activated for hostage, armed or barricaded person and sniper situations. In other situations, the Chief of Police or his/her designee in charge of the department shall hold or delegate the authority to activate the SWAT team. Upon deployment, the SWAT team shall be responsible for securing the inner perimeter of a hostile crime scene, deploying chemical agents, suppressing direct gunfire and other imminent threats, entering buildings, searching for and securing suspect(s) and otherwise making buildings and crime scenes safe as necessary.
- C. When the SWAT team is deployed in a tactical operation, a SWAT Recorder will accompany the team. The recorder will maintain a log of the events and will be under the direction of the SWAT team commander. The recorder will be located in the Command Post unless operational needs require otherwise.
- D. The Kinston Police Department does not have a full-time special operations component. The Chief or his/her designee may assign SWAT officers to perform some special operations functions when normal patrol assignments are not adequate for an event or situation. The Chief or his/her designee shall designate a supervisor as the special operations or special event command officer as necessary. The command officer shall have the ultimate responsibility for the supervision of all personnel assigned to the special operation or special event.

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If necessary, the Chief of Police or designated command officer may assign SWAT officers to work special operations or special events. Special operations that may require assignments of additional police officers include: SWAT call outs; coverage of special events; coverage of civil disturbances; coverage of disaster; coverage of civil defense emergencies; search and rescue missions; VIP and dignitary protection.

**IV. SELECTION CRITERIA (SWAT TEAM PERSONNEL)**

A. The Kinston Police Department Special Weapons and Tactics Team (SWAT) consists of police officers who are assigned other full time duties and who serve on the SWAT Team on a voluntary, part time basis. Assignment to the SWAT Team is subject to approval by the Chief of Police. To be eligible for consideration for assignment to the SWAT Team, a police officer must:

1. Have a minimum of 1 year of uninterrupted service with the Kinston Police Department.
2. Have no disciplinary suspensions within the past year and no more than 2 written warnings within the past year.
3. Have at least a 90% firearms qualification score.
4. Meet the established physical fitness requirements (POPAT Course).

B. Selection Process and Points Guidelines

1. Officers who meet the eligibility requirements above must submit a written request for consideration.
2. A review of the candidate’s personnel files to include disciplinary actions and firearm qualifications will be performed by the SWAT Commander.
3. Successful completion of established physical fitness, agility and firearms proficiency test. (See point guidelines below)

**STAGE #1 POPAT Course (Maximum Points: 12)**

8:18 minutes – 9:00 minutes	1 point
7:35 minutes – 8:17 minutes	4 points
6:52 minutes – 7:34 minutes	6 points
6:09 minutes – 6:51 minutes	8 points
5:26 minutes – 6:08 minutes	10 points
5:25 minutes or below	12 points

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**NOTE:** The candidate will be disqualified if the Apprehension Phase is not completed in the required BLET time of 6:00 minutes. The candidate will also be disqualified if the Rescue Phase is not completed in the required BLET time of 3:00 minutes. Points are based on the combination of Apprehension and Rescue Phase times.

**STAGE #2** Obstacle & Agility Course (Maximum Points: 14)

The candidate will be wearing a SWAT ballistic vest, helmet and gun belt. The candidate must complete each of the following:

**NOTE:** The 20 foot rope climb will be optional and considered as extra points.

4 foot fence	2 points
6 foot wall climb	2 points
5 foot running jump	2 points
20 foot ladder climb	2 points
10 foot low crawl	2 points
20 foot rope climb	2 points (Optional)

**NOTE:** The candidate must complete the course unassisted or be disqualified.

**STAGE #3** Firearms Qualification – BLET Firearms Course (Maximum Points: 20)

The Candidate must score at least a 90 on this course. A score less than 90 will disqualify the candidate for SWAT Team consideration.

Score 90	1 point
Score 91	2 points
Score 92	4 points
Score 93	6 points
Score 94	8 points
Score 95	10 points
Score 96	12 points
Score 97	14 points
Score 98	16 points
Score 99	18 points
Score 100	20 points

**STAGE #4** Combat Course: Agility/Speed & Accuracy (Maximum Points: 26)

**Part #1:** Agility/Speed

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1:41 minutes or above	1 point
1:31 – 1:40 minutes	2 points
1:21 – 1:30 minutes	4 points
1:11 – 1:20 minutes	6 points
1:00 – 1:10 minutes	8 points
Under 1:00 minute	10 points

**Part #2:** Accuracy (8 Targets with a total of 16 Rounds)

The candidate must shoot two rounds in each target. Each round on target carries a score of 1 point. The score will equal the number of rounds on target.

**NOTE:** The final score will be determined by adding the score from Part #1 and the score from Part #2.

**STAGE #5** Interview Board (Maximum Points: 4)

The Candidate must complete a satisfactory completion of an oral interview board. Board members will rate the candidates by the following:

Not Recommended	0 Points
Recommended	2 Points
Highly Recommended	4 Points

Candidates combined points and recommendation will then be submitted to the Chief of Police for consideration. Candidates approved by the Chief of Police will undergo a drug screening and psychological examination before being placed on the SWAT Team.

**V. STANDARDS FOR CONTINUOUS PARTICIPATION**

- A. SWAT team members will be required to maintain the highest integrity within the department.
- B. Any member receiving a written disciplinary action will be placed on probation with the team for a six month period. (Excluding minor motor vehicle collision disciplinary actions)
- C. Any member receiving two written disciplinary actions within a twelve month period will be subject to suspension from the team by the SWAT Commander.
- D. SWAT Team members receiving any written disciplinary action must notify the SWAT Commander in writing detailing the events.

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- E. SWAT Team members will be required to maintain an average shooting score of 90% during annual firearms qualification.
- F. Any member removed from the SWAT Team can reapply after 6 months.

## **VI. TRAINING**

- A. All Kinston Police Department personnel assigned to the SWAT team shall participate in training and readiness exercises on a monthly basis. The SWAT Commander or designee shall be responsible for documenting the SWAT team training and readiness exercises and maintaining the records for future reference. Training records shall be submitted for file to the Training Section. The Training Section shall notify the SWAT Commander if training records have not been received by the end of the month.
- B. The Kinston Police Department SWAT team snipers shall document and maintain records of his/her cold bore shots, qualification and any training that is done with their assigned sniper weapon. Snipers shall shoot a minimum of one cold bore shot a month. Snipers shall submit a copy to the SWAT Commander and the Training Section. The Training Section shall file and maintain the records for further reference. Documentation should be submitted by the last day of the month. Training section shall notify the SWAT Commander if documentation is not received by the last day of the month.

## **VII. SWAT EQUIPMENT**

- A. The Kinston Police Department shall provide specialized equipment for SWAT team operations. SWAT team personnel may purchase and use additional personal uniforms and equipment subject to approval by the SWAT Commander and the Chief of Police. SWAT team personnel are responsible for care, maintenance, and operational readiness of assigned personal equipment. Personal equipment assigned to SWAT personnel includes: portable communications systems; flashlight(s); chemical agent masks; body armor/ballistic panel carrier vests; utility uniforms ( BDU uniform, T-shirts and black boots); ballistic helmets; knee and elbow pads, gloves; eye goggles; assigned weapons system; and assigned binoculars and spotting scopes.
- B. Additional SWAT team equipment shall be maintained in a state of operational readiness in the SWAT Van. Additional SWAT team equipment includes: ballistic shields; breaching devices (rams, pry bars, etc.); chemical munitions; distraction devices; ladder(s); and repelling equipment and ropes.
- C. All SWAT personnel are required to obtain a NC Class B driver's license within their first year of being on the team; failure to obtain the required NC Class B driver's license within the first year will result in a suspension from the SWAT team until the mandatory driver's license is obtained.