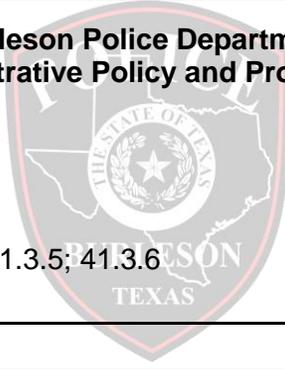


**Burleson Police Department  
Administrative Policy and Procedures**



Policy Number: 03-003.5  
Policy Title: Body Armor  
Effective Date: 09/27/2012  
Revision Date: 04/27/2021  
CALEA Standards Referenced: 41.3.5; 41.3.6

ISSUING AUTHORITY: \_\_\_\_\_  
Billy Cordell, Chief of Police

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I. Purpose

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

II. Policy

It is the policy of the Burleson Police Department to maximize officer safety with body armor in combination with prescribed safety procedures. While body armor provides a significant level of protection, it is not a substitute for the observance of officer safety procedures.

III. Definitions

Field Activities: Duty assignments and/or tasks that place or could reasonably be expected to place officers in situations where they would be required to act in enforcement rather than administrative or support capacities.

IV. Procedures [41.3.5]

A. Issuance of Body Armor:

1. All body armor issued must comply with protective and related requirements prescribed under current standards of the National Institute of Justice.
2. All officers shall be issued agency-approved body armor.
3. Body armor that is damaged shall be replaced by the agency. Body armor that must be replaced due to misuse, abuse, or improper care by the officer shall be paid for by the officer.
4. Ballistic helmets are assigned to each patrol vehicle for officers to utilize if necessary during their shift.

B. Use of Body Armor: [41.3.5]

1. Officers shall wear only agency-approved body armor.
2. Officers shall have access to issued body armor at all times. Ready access shall mean that the body armor is carried in the vehicle the officer is using, or at some other location where it is readily available. Ready access does not mean that the body armor is stored in the officers locker when they are somewhere outside the building.
3. Officers that are assigned to a uniformed function and non-uniformed sworn officers are required to wear body armor while engaged in field activities both on duty and during off duty employment unless exempt as follows:
  - a. When an agency-approved physician determines that an officer has a medical condition that would be detrimental to the officer's health. The

Chief of Police may reassign the officer to another area of the police department as their discretion.

- b. When the officer is involved in undercover or plain clothes work that their supervisor determines could be compromised by wearing body armor; or
- c. When the Chief of Police determines that circumstances make it inappropriate to mandate wearing body armor.

C. Inspections of Body Armor:

1. Supervisors shall be responsible for ensuring that body armor is worn and maintained as required by this policy through routine observation and periodic documented inspections.
2. Inspections of body armor shall be conducted for fit, cleanliness, and signs of damage, abuse and wear.

D. Care, Maintenance and Replacement of Body Armor:

1. Officers shall routinely inspect personal body armor for signs of damage and for general cleanliness.
2. As dirt and perspiration may erode ballistic panels, each officer shall be responsible for cleaning personal body armor in accordance with the manufacturer's instructions.
3. Officers are responsible for the proper storage, maintenance and care of body armor in accordance with manufacturer's instructions.
4. Officers are responsible for reporting damage or excessive wear to the ballistic panels or cover to their supervisor and the individual responsible for the uniform supply function.
5. Body armor will be replaced in accordance with guidelines and protocols established by the National Institute of Justice.

E. The Deputy Chief shall be responsible for:

1. Monitoring technological advances in the body armor industry that may necessitate a change in body armor.
2. Assessing weapons and ammunition currently in use and the suitability of approved body armor to protect against those threats.
3. Purchase of a vest shall be done with approval of the Deputy Chief only. The vest will be of the highest quality available at the time of request.

F. Criminal Investigations personnel shall wear the vest in the following circumstances including, but not limited to: [\[41.3.6\]](#)

1. Situations in which a reasonable threat of great bodily injury or death to an officer exists or may develop.
2. Violent crimes or situations in progress.
3. Barricade and/or hostage situations.
4. Service of high-risk search and/or service of misdemeanor/ felony arrest warrants; or

5. Incidents in which there is a deadly weapon, threat of a deadly weapon, or in which an officer reasonably believes that a deadly weapon may be present.
- G. Use of Body Armor in High –Risk situations [41.3.6]
1. All personnel involved in pre-planned high-risk situations will wear approved body armor, regardless of their assignment.
  2. All Tactical personnel will wear their assigned Tactical Body Armor with Ballistic Helmet during any field operations, unless the tactical situation requires a deviation from this requirement and approved by the supervisor.
  3. High-risk situations include, but are not limited to:
    - a. Narcotic warrant entries or any other high-risk warrant service
    - b. Barricaded person
    - c. Hostage situation
    - d. Crowd control/riot, or
    - e. Any situation in which the Tactical Unit is activated.
  4. Tactical Units may be exempt from their Tactical Body Armor under special assignments with supervisor approval: (e.g. special events, dignitary protection, etc.)
- H. No expired or defective Body Amor will be worn without supervisor’s approval and only under extenuating circumstances.