



# REGIONAL PARK AND OPEN SPACE DISTRICT Policy and Procedure Manual



Policy 8.3

Use of Pepper Spray (Oleoresin Capsicum)

## I. POLICY

This policy is designed to establish a standard for use of the chemical irritant known as Pepper Spray for self defense from persons or animals posing threats to personal safety of Park District personnel.

Pepper Spray is the only chemical irritant authorized to be carried or used by District personnel. Pepper Spray shall not be used indiscriminately.

Pepper Spray is only to be used when a District employee is physically threatened by a person or animal or the employee reasonably believes that such a threat is imminent. Other non-injurious methods of controlling or de-escalating the situation (i.e. using verbal skills to calm the situation, leaving the area of the threat, etc...) should, if possible, be attempted prior to using Pepper Spray.

Pepper Spray shall only be issued to an employee upon the approval of the Director and upon the successful completion of approved and certified Pepper Spray training as recognized by the County of Riverside. Chemical irritants (Pepper Spray canisters) are not to be given to any unauthorized persons.

This Policy cannot cover every possible situation that may be presented to District personnel, thus it is imperative that personnel use good judgment in their actions.

## II. PURPOSE

It is a goal of the District to provide the tools for personnel to perform their duties while maintaining personal safety in instances of direct personal threat.

## III. PROCEDURE

- A. If the District employee perceives threatening actions by a person or animal, then the following steps shall apply:



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1. Pepper Spray may be used on threatening persons or animals.
  2. Chemical irritants (Pepper Spray canisters) are not to be given to any unauthorized persons.
- B. The affected District employee shall prepare a report whenever Pepper Spray is used. The employee using the Pepper Spray shall do the following :
1. If the Pepper Spray is used on a human:
    - a. IMMEDIATELY after an incident resulting in the use of Pepper Spray, the District employee shall exit the hostile environment, call the Police/Sheriff's Department for assistance and then notify his/her immediate supervisor without delay. The District employee shall request that the incident be thoroughly documented by the Police/Sheriff Department and obtain an incident number.
    - b. IMMEDIATELY, the District employee shall notify his/her supervisor if the incident, including details of the incident and the Police/Sheriff incident report number and complete the appropriate Incident Report. Notification shall occur in writing using email whenever possible. The supervisor shall forward the Incident Report, along with any additional information, to the appropriate Area Manager or Bureau Chief as well as the County's Risk Management Division. Incidents resulting in injury to the employee shall be reported to the County's Workers' Compensation and Safety Divisions.
  2. If the Pepper Spray is used on an animal:



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- a. Notify Animal Control. The District employee shall exit the hostile environment and notify his/her immediate supervisor without delay. The District employee shall submit an email and Incident Report to his/her supervisor, describing the incident. The supervisor shall forward the Incident Report, along with any additional information, to the appropriate Area Manager or Bureau Chief.
  
- C. Any accidental use/discharge of Pepper Spray shall be reported to his/her supervisor immediately. The District employee shall submit an Incident Report and email to his/her immediate supervisor describing the incident and recommending how the incident might be avoided in the future. The supervisor shall forward the Incident Report and email, along with any additional information to the appropriate Area Manager or Bureau Chief.

RivCo Parks Policy 8.3

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