



**CHANDLER POLICE
DEPARTMENT
GENERAL ORDERS**

Serving with Courage, Pride, and Dedication

Order

**F-13 NARCOTIC TRAINED OFFICER
PROGRAM**

Subject

100 Guidelines

Effective

10/26/16

SUMMARY:

This order describes the Narcotic Trained Officer (NTO) Program

A. PURPOSE

1. THE NARCOTIC TRAINED OFFICER PROGRAM EXISTS TO:

- a. Supplement the Chandler Police Department Narcotics Unit in its efforts to identify and suppress narcotic-related activity
- b. Assist the Narcotics Unit in identifying new trends and individuals involved in the sales of narcotics within the City of Chandler
- c. Provide each patrol team an officer certified to conduct Field Drug Testing

2. NTOs ARE TRAINED by the Narcotics Unit

3. Field Drug Testing certification is obtained through the Forensic Services Section

B. RESPONSIBILITIES

1. NARCOTIC UNIT

- a. Trains all members selected as NTOs
- b. Maintains contact and a line of communication with assigned NTOs
- c. Responds when requested for narcotic-related crimes beyond the capabilities of a NTO

2. NARCOTIC TRAINED OFFICER

- a. Acts as an immediate resource for their team regarding events involving narcotic activity
- b. Provide Field Drug Testing for their team in order to assist with felony charging in compliance with standards set by the Maricopa County Attorney's Office
- c. Works directly with the Narcotics Unit when patrol coverage permits to actively combat narcotic use and sales within the City of Chandler
- d. Ensures flow of information between patrol and the Narcotics Unit to disseminate recent narcotic-related intelligence and activity

**C. PROGRAM
ADMINISTRATION**

NARCOTICS UNIT SERGEANTS will administer all aspects of the NTO program to ensure that it is being effectively used by:

- 1. EDUCATING** the NTOs regarding narcotic usage, enforcement, and intelligence gathering
- 2. COORDINATING** activities of the officers assigned to the NTO program, including any additional narcotic-related training

3. **CONDUCTING PERIODIC MEETINGS** to assess the NTO Program and ensure it is meeting the needs of all stakeholders

**D. NTO SELECTION/
REMOVAL**

NTO POSITIONS will open after each shift change

1. **CURRENT NTOs** who have satisfactorily participated in the program have priority in selection for the NTO position on the future team at shift pick
2. **SELECTION CRITERIA:** Eligibility Requirement
 - a. One year of service with the department
 - b. Not on probation
 - b. Maintains performance standards set by the department
 - c. Not currently on an early intervention program or performance plan
3. **OTHER UNITS** in the department (e.g., Bikes, SRO, CIB, CAU, etc.) may designate a member of each unit to be a NTO, if such designation benefits that unit
4. **NTOs** are subject to removal from the program for any of the following:
 - a. Failure to perform the stated responsibilities of a NTO
 - b. Unsatisfactory performance of primary job responsibilities
 - c. Failure to attend a minimum of one narcotic-related training per calendar year



E. TRAINING

1. **NARCOTICS UNIT PROVIDES**
 - a. One day of training for all NTOs after each selection process
 - b. Additional training as necessary
2. Narcotics detectives will disseminate information relating to narcotics and ongoing investigations to NTOs
3. Additional training may be provided to enhance knowledge enabling NTOs to further assist the Narcotics Unit
4. Field Drug Testing certification training is obtained through the Forensic Services Section

F. NTO ASSIGNMENT

NTOs:

1. May go to other beats whenever the need arises to assist other officers with narcotic-related issues
2. Should motivate team members in the active collection of narcotic-related intelligence (e.g., trends, current street prices, names of suppliers and/or locations of sales of narcotics, etc.)
3. Are eligible for temporary duty rotations with the Narcotics Unit each year as shadow training based upon patrol staffing

