



**TEXAS SOUTHERN UNIVERSITY
DEPARTMENT OF PUBLIC SAFETY**



STANDARD OPERATING PROCEDURE

SUBJECT Accidental Discharge of Firearm- No injuries		NO. OF PAGES: 2
NUMBER: Standard Operating Procedure	EFFECTIVE DATE: Jan. 1, 2009	REVIEW DATE: AS NEEDED
General Order 022	SPECIAL INSTRUCTIONS/SUPERSEDES: N/A	ISSUING AUTH.: CHIEF OF POLICE

PURPOSE: To outline the procedure for review of an accidental discharge of a firearm-no injuries.

GOAL: To ensure that every accidental discharge of a firearm is reviewed by a review board.

ACCIDENTAL DISCHARGE OF FIREARM-NO INJURIES

- Officer is to remain at the shooting site and immediately notify his/her immediate supervisor and ask all witnesses to remain at the scene until the supervisor arrives.
- Immediate supervisor is to contact the command staff and immediately make the location of the accidental shooting.
- The supervisor will locate and obtain statements from all witnesses. Original witness statements are to be forwarded to the Chief of Police.
- The supervisor is to determine if there is any damage to property, photograph the entry and exit of bullet, and obtain bullet when applicable.
- The officer is to write an Accidental Discharge of Weapon report to be forwarded to the Chief of Police.
- The Chief of Police will select a board to review the details of the accidental shooting and make recommendations for disciplinary action.

APPROVED:

Roger Byars
Chief of Police

Date

Review and Responsibility

Responsibility Party: Texas Southern University Department of Public's Safety's Command Staff

Review: Review will be conducted every even numbered

Retention: Original on file in the Office of the Chief of Police

Approval: Roger D. Byars, Director for Public Safety/Chief of Police

Date of Approval: September 1, 2008