



TEXAS SOUTHERN UNIVERSITY
DEPARTMENT OF PUBLIC SAFETY



STANDARD OPERATING PROCEDURE

SUBJECT Body Armor		NO. OF PAGES: 1
REFERENCE: N/A	EFFECTIVE DATE: Jan. 1, 2009	REVIEW DATE: N/A
General Order 023	SPECIAL INSTRUCTIONS/SUPERSEDES: N/A	ISSUING AUTH.: CHIEF OF POLICE

PURPOSE: To establish policy regarding the use, control and care of body armor.

A. Responsibilities:

1. Body armor purchased by the department must be worn while on duty.
2. Officers are responsible for proper storage, security, maintenance, and cleaning of the body armor panels, ballistic inserts, and carrying case. Improper or negligent handling of body armor that results in loss or damage may result in the officer being required to reimburse the department for such loss.
3. Officers are responsible for notifying their immediate supervisor when body armor becomes damaged or requires repair or replacement.
4. Supervisors will be responsible for notifying the procurement officer of the need for new body armor.

APPROVED:

Roger Byars Date
Chief of Police

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