

# **SAN BERNARDINO COUNTY PROBATION DEPARTMENT**

## **POLICY MANUAL**

Each policy establishes the overall operational rules and regulations that govern the Department. They state the precepts which management considers important for formal documentation. The Chief Probation Officer will exercise approval authority for policies.

Each bureau has established and published procedures under separate individual *Procedure Manuals*. The procedures establish the methods for implementing policies. The Chief Probation Officer will exercise approval authority for procedures.

Each Department employee—full time, part-time, contract, Associate Probation Officer and volunteer—is responsible for reading and understanding each policy and their bureau's procedures. They shall perform their duties and tasks in compliance with these policies and procedures and shall be subject to discipline for violation of policies and/or procedures.

### **19. Arming**

The role of peace officers of the Probation Department has become more dangerous as officers are required to come in contact with an increasing number of individuals capable of violent behavior. While these officers are expected and trained to diffuse potentially violent confrontations, it is recognized that, given the nature of the job, officers may be placed in situations where they must defend themselves. It is, therefore, necessary to arm certain officers. However, the Probation Department places a greater value on preservation of life than apprehension of criminal offenders. For this reason, the Department considers firearms as defensive weapons to be used only when necessary to protect human life or prevent serious bodily injury and only in compliance with established Department procedures.