

STOCKTON POLICE DEPARTMENT

GENERAL ORDER

EXPLOSIVE STORAGE FACILITY

DATE: March 1, 2005

NO: X-1

FROM: CHIEF ERIC JONES

TO: ALL PERSONNEL

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I. POLICY

There are two explosives storage facilities located on the west end of the Stockton Police Department Training Center, 3040 Navy Drive. These facilities will be used, when practical, to store any explosive device until proper demolition, deactivation, or dismantling can be accomplished.

II. PROCEDURE

- A. The smaller explosives storage unit is located in front of the main bunker. It is a specially designed metal EOD locker. The locker is located in front of the large EOD bunker, and is painted red.
1. The locker is secured with a padlock, which can be opened with the officer's facility key.
 2. Should a storage item be too large for the smaller storage unit, a Bomb Technician will be called to store the item in the large bunker.
- B. The larger main storage bunker will be used only by qualified, authorized members of the Metro EOD Team.
1. The larger bunker will be used to store evidence and other controlled hazardous substances. Therefore, unauthorized personnel will be admitted only if accompanied by a bomb technician. This is to eliminate the possibility of contamination and danger to personnel.
 2. Any officer placing explosive material in the bunker will explain the type and nature of the device and list all pertinent information relating to the incident on a SIR. If criminal charges are pending, a crime report will be filed. Both SIR and crime report will receive the same DR number. The SIR and/or crime report will be made ATTN: VICE UNIT SERGEANT.
- C. Officers must secure clearance from the Watch Commander before placing any item in the explosive locker.
1. Bomb Technicians are not required to obtain such clearance.
 - a. In all criminal cases, a property record will be generated. A printed copy of property record will be placed in an evidence locker with a note attached indicating that the item was left in EOD locker.
 - b. An additional note will be attached to the item that was placed in the EOD locker. The note will explain the circumstances leading up to the item being seized.
 - c. Keys to the large EOD explosive bunker will be issued to Bomb Technicians only.

- D. The Vice Unit Sergeant will be responsible for proper disposal of explosive material, and for notification of all agencies involved.
- E. The explosives storage facility will be available for use by all city departments. It will also be made available to any public safety or law enforcement agency.
 - 1. All uses of the facility by any agency will be in accordance with established procedures of the Stockton Police Department.
 - 2. Any agency not associated with the City of Stockton using the facility will be accompanied by a member of the Stockton Police Department. That member will carry the information regarding each such incident on a SIR, directing it ATTN: VICE UNIT SERGEANT.
- F. It is imperative, when any explosive material is placed in the small EOD locker, that:
 - 1. It is tagged with all pertinent information.
 - 2. A SIR is completed with all information made ATTN: VICE UNIT SERGEANT.
 - 3. A copy will be made of the SIR, and sent to Administrative Services Division, via the tube, to insure the Range Master is aware of the situation.
- G. For handling of any explosives, refer to "Bombs, Explosives Material Handling", General Order X-2.