



Policy Number: 107.021
Title: Use of Soft Body Armor
Effective Date: 5/21/19

PURPOSE: To provide procedures for use of soft body armor.

APPLICABILITY: Office of special investigations (OSI)

DEFINITIONS:

Body armor – bullet-resistant vest worn to protect the officer's upper torso.

PROCEDURES:

- A. The office of special investigations (OSI) provides soft body armor to all fugitive apprehension unit members (FAUMs) and to specially-designated OSI staff.
- B. Purchase requests and documents are stored electronically within the electronic inter-office request (EIOR) system and retained in finance according to retention schedules.
- C. Investigators must keep their soft body armor in good condition and available for use on short notice.
- D. Investigators must wear their soft body armor when participating in arrests, searches or any other enforcement activity that may involve dangerous situations.
- E. The OSI director/designee must ensure soft body armor is replaced according to the expiration date specified by the armor manufacturer.
 - 1. The OSI director must comply with purchasing policies defined by the State of Minnesota, which can delay a purchase of an expired or soon-to-be-expired bullet-resistant material.
 - 2. Manufacturer production also determines when the employee may receive the ordered vest, which is not under the control of OSI.
 - 3. Until the new bullet-resistant material has been received and issued, the employee has the discretion to enter or not enter situations in which the employee may question the efficiency of an expired bullet-resistant material. The employee may not be punished or disciplined for the employee's decision in situations while wearing an expired bullet-resistant material.

INTERNAL CONTROLS:

- A. Expiration dates are according to the manufacture's specifications.
- B. Purchase requests and documents are stored electronically within the electronic inter-office request (EIOR) system and retained in finance according to retention schedules.

ACA STANDARDS: None

REFERENCES: [Policy 107.005, "Office of Special Investigations"](#)

REPLACES: Policy 107.021, "Use of Soft Body Armor,"5/1/18.
All unit policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

APPROVALS:

Deputy Commissioner, Community Services

Deputy Commissioner, Facility Services

Assistant Commissioner, Operations Support

Assistant Commissioner, Facility Services