PURPOSE
The purpose of this order is to establish criteria for wear and maintenance of flexible body armor (commonly referred to as a “ballistic vest”). Flexible body armor has been proven to save officers’ lives.

POLICY
It shall be the policy of the Sacramento Police Department to provide flexible body armor to all sworn personnel and non-sworn working in an investigative or enforcement capacity.

PROCEDURE
A. REQUIRED USE
   1. All sworn personnel shall wear flexible body armor when in uniform.
   2. All non-sworn personnel working field operations shall wear flexible body armor when in uniform.
   3. All plainclothes personnel shall wear flexible body armor when engaged in any of the following:
      a. Search warrant.
      b. Probation/parole search.
      c. Warrant service.
      d. Conducting a field investigation in which there is potential for confrontation or contact with a suspect.
   4. Exceptions
      a. Uniformed personnel attending a formal ceremony or funeral.
      b. Detectives working undercover operations.
   5. All sworn personnel working in a police facility or administrative assignment shall have their flexible body armor readily available at all times.

B. PURCHASE/REPLACEMENT
   Per the current agreement between the City of Sacramento and the Sacramento Police Officers Association, the Department will issue “vest vouchers” when purchase or replacement of flexible body armor is necessary.
   1. Employees who need to purchase new vests will be provided with a voucher that has a maximum value of $729.00, including tax (no cash value).
   2. Employees must purchase a vest using the following criteria:
      a. Vests may only be purchased from Department-approved vendors.
      b. Vests must meet, or exceed the specifications of a IIIA vest, as established by the National Institute of Justice (NIJ).
      c. Vest costs that exceed the maximum amount of the voucher will be the responsibility of the employee.
      d. Vouchers may be issued under the following circumstances:
         (1) When a vest needs to be replaced due to work related damage (e.g., gunfire, knife, etc.).
         (2) When the vest reaches its replacement timeframe (every five years).
         (3) For new employees.
         (4) The vest no longer provides adequate protection for the user.
      e. Vests purchased with a voucher are the property of the Sacramento Police Department.
Maintenance of the vest is the responsibility of the employee.

f. The Department reserves the right to adjust the value of the voucher should the price of approved vests change.

g. Employees may use privately purchased body armor that meets the criteria listed in section B.2.b.

C. EQUIPMENT RETURN
   All vests must be returned to the Department Armorer when no longer being used.