



# ***Departmental Memorandum***

***Volume 25-2***

To: All Police

Katherine Lester, Chief of Police

From: Captain Brent Kaneyuki, Metro Division

## **Ballistic Shields**

**8-07-2025**

In 2018, the department purchased 210 ballistic shields to improve officer safety. Like ballistic vests, the shields have a five-year lifespan and are now expired. To maintain the highest level of officer safety, new shields were ordered and are now ready for use. To ensure the integrity and availability of these shields, a new process for deployment has been created. Each patrol station has been stocked with 30 shields, and they are stored in the following locations:

1. WJKPF: Station Armory.
2. 300R: Report-tray Area.
3. JERPF: Property Booking.

Sergeants should ensure officers check out and check in shields at beginning and end of watch using the QR code on the shield or protective bag. Using their department-issued smartphone, officers shall complete the check in and check out process:

1. Scan the QR code.
2. Complete the required fields:
  - a. "Shield Activity": select "Checking OUT" or "Checking IN".
  - b. "Station" and "Shield Number" will prefill from the QR code.
    - i. If a different station location prefills, see below.
  - c. "Your ABRA:" enter your ABRA number.
  - d. "Your badge:" enter your badge number.

Issues requiring you to turn the shield to your station administrator or sergeant:

1. **If you locate a shield that is assigned to a different station during the check IN or OUT process, turn the shield in to your sergeant or station administrator to ensure it is returned to its assigned station.**
2. If the shield's protective bag is not fitted with a luggage tag containing the QR code and shield number, turn the shield over to your station administrator so a new tag can be provided by SPD PSU.
3. If you locate an expired shield (see images below), please turn the expired shield over to your station administrator so it can be removed from circulation.

