

	<p style="text-align: center;"><b>MEDFIELD POLICE DEPARTMENT</b></p>	<p style="text-align: center;"><b>POLICY NO. 4.41</b></p>
<p style="text-align: center;"><b>OPERATIONAL READINESS</b></p>		
<p style="text-align: center;"><b>MASSACHUSETTS POLICE ACCREDITATION STANDARDS REFERENCED: 17.5.3</b></p>		<p>DATE OF ISSUE: 07/16/2023</p> <p>EFFECTIVE DATE: 07/16/2023</p> <p>REVISION DATE: 10/31/2025</p>
<p style="text-align: center;">ISSUING AUTHORITY:</p> <p style="text-align: center;">Michelle Guerette Chief of Police</p>		

**BACKGROUND:**

Operational readiness is required for the proper functioning of any police department. The Medfield Police Department is committed to one hundred percent operational readiness at all times.

**POLICY:**

It is the responsibility of the supervisor in charge of each unit to ensure that all of the Medfield Police Department's stored equipment assigned to their unit is maintained in a state of operational readiness. This shall include, but not be limited to, the following items:

1. Radios
2. Handcuffs
3. Batons
4. Radars
5. Cameras
6. Surveillance Devices
7. AEDs
8. Firearms, Ammunition, OC,
9. Tasers
10. Flares
11. Tactical Equipment
12. Medical Supplies

**PROCEDURES:**

In order to achieve and maintain operational readiness the supervisor in charge of each item shall inspect all items on an annual basis to ensure the items are stored properly, maintained in accordance with best practices, and inspected annually. Items that have shelf lives shall be rotated out of stock as they expire.

Annual inspections shall take place each October and shall be overseen by the Executive Officer. Each supervisor shall submit a report to the Chief of Police that shall contain a detailed description of the items, their storage location, the count, the expiration dates, the condition, and any other notable matters. The Chief of Police shall receive the reports no later than November 30<sup>th</sup> of that same year.