

**RESOLUTION NO. 2024-\_\_\_\_\_**

**A RESOLUTION BY THE CITY TO APPROVE CHANGES TO THE POLICE  
DEPARTMENT POLICIES**

**WHEREAS**, the Police Chief is charged with developing a police policy manual to be used by officers employed with the police department; and

**WHEREAS**, the Police Chief has developed such a policy and procedures manual; and

**WHEREAS**, the Police Chief has revised Policy 12-001 concerning physical fitness testing and Policy 03-009 concerning the carrying of weapons; and

**WHEREAS**, it is the responsibility of the City Council to be the body to approve all policy decisions on the behalf of the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF  
THE CITY OF PRAIRIE GROVE, ARKANSAS:**

That the City Council hereby approves the Police Department Policy Manual as it exists this 15<sup>th</sup> day of April 2024.

**PASSED AND APPROVED** on this 15th day of April 2024.

**APPROVED:**

**ATTEST:**

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David Faulk, Mayor

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Christine Kelly, Clerk

<b>POLICY NAME: PHYSICAL FITNESS TESTING</b>	
<b>POLICY NUMBER: 12-001</b>	
<b>EFFECTIVE DATE: 02-15-2012</b>	<b>REVISED DATE: 04/02/2024</b>

**Purpose:**

This policy is designed to improve and maintain the physical fitness of all full-time officers. It will increase their ability to meet the physical demands of law enforcement, increase their effectiveness and job performance through improved health and fitness. This policy should produce a safer, healthier, more productive officer. ~~There will be two levels of fitness test's, level one minimum requirement, and a level two more physical requirement.~~ Benefits include improved physical and mental health, decreased stress, increased confidence, improved morale and job satisfaction, also reduced use of sick time and a decrease in on-duty injuries.

**Policy:**

1. This department will encourage all officers to maintain the proper level of physical fitness.
2. All full-time officers will be required to submit to and pass the minimal physical fitness test at least twice a year, the first half and last half of the calendar year. ~~test level one, on a bi-annual basis as a condition of employment.~~ Officers will be compensated for the time required to take this test if off duty.
- ~~3. Officers who pass the physical fitness test at the level two and maintain this level will be awarded the Physical Fitness bar. If officers cannot pass the level two test they will not wear or display the physical fitness bar until they can successfully pass the level two test.~~
4. The Physical Fitness Facility is provided for the use of officers to maintain their physical condition and will be used for the Physical Fitness Testing.
5. The Physical Fitness Coordinator along with the Chief of Police will set the standards for the Prairie Grove Police Department Physical Fitness Testing which is currently set at the minimum state standards NORM for new recruits. ~~weight, age and sex will be considered in setting the standards.~~ The standards will be made available to all officers. The Chief of Police will have final approval of the standards. The Chief can grant a waiver to an officer who is physically unable to do the test, due to injury, illness, pregnancy or other disability. The officer will have to pass the test within sixty (60) days, after their condition returns to normal. ~~Officers passing the test will be given four hours of compensatory time.~~ Officers who fail to pass the physical fitness test will be put on a probationary period for a maximum of 60 days to pass any failed portion of the test. If after 30 days the officer still cannot pass the failed portion of the test, he/she may be disciplined to include written reprimand, suspension without pay, and up to termination. If after 60 days the officer still fails to pass all portions of the test, he/she will be relieved of duty for failure to pass the minimum physical testing requirements unless extenuating circumstances apply as to be determined by the Chief of Police.

**PHYSICAL FITNESS TESTING STANDARDS**

**Run:**

The officer will run a 1.5 mile course in his/her best time.

The 1.5 mile run measures the cardio/respiratory fitness of the officer.

Law Enforcement Physical Fitness Norm is 16.55 minutes for the 1.5 mile run. The officer can choose to use the fitness center elliptical, tread mill, or run the 1.5 miles at a designated area. If the officer chooses to use the elliptical he/she will use a minimum of (6) resistance.

**Bench Press:**

The officer is to press the weight straight up, until they have locked their arms

The bench press measures the upper body strength for one repetition.

Law Enforcement Physical Fitness Norm is (0.71) body weight minimum with 2 attempts.

**Push-ups:**

The officer starts in the front leaning rest position, hands on floor, arms fully extended. As the arms are flexed, the body is lowered parallel to, but not touching, the floor. officer will do maximum number of push-ups in one minute.

Law Enforcement Physical Fitness Norm is (19 push-ups) in 1 minute.

**Sit-ups:**

The Officer will lie on his/her back, knee's bent at a 45-degree angle, feet flat on the floor and will

raise his/her upper body to approximately 90-degrees. Officer will do maximum number of sit-ups in one minute.

Law Enforcement Physical Fitness Norm is (25 sit-ups) in 1 minute.

6. Officers who pass all portions of the physical fitness testing above the state NORM may receive the department's physical fitness bar to be worn. To achieve the physical fitness bar the minimal standards will be:

**Run:**

1.5 miles in 14.30 minutes

**Bench Press:**

80% bodyweight

**Push-ups:**

23 in one minute

**Sit-ups:**

30 in one minute

~~6. Officers failing the test will be retested within thirty (30) days. Officers who fail the test the second time will be subject to disciplinary action of up to two days suspension without pay. The officer will be allowed an additional third and final attempt of thirty (30) days to retake the test. If an officer is still unable to pass the minimum level one test they will be subject to further disciplinary action up to and including termination.~~

Approved By:

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Chris Workman  
Chief of Police

04/02/2024  
Date

<b>POLICY NAME:</b> Carrying of Weapons & In Service Training Program	
<b>POLICY NUMBER:</b> 03-009	
<b>EFFECTIVE DATE:</b> 7-10-01	<b>REVISED DATE:</b> 04/02/2024

**Purpose:**

To establish department policy with regard to the weapon to be carried

**Policy:**

- A. All full-time members who carry handguns during assigned working hours or special events such as the U of A game assignments shall carry the department issued handgun. Officers (full or part time) will carry the department issued 12 ga. Shotgun or an assault type rifle in the vehicle if they have qualified with that particular weapon.
- B. Part-time officers shall carry a handgun of approved make and caliber (9mm, 10mm, 38, 357, 40 or 45) while on duty or working any official police assignment or security events. Part-time officers will be required to qualify with that weapon at least once a year.
- C. In-service firearms training will be done at least once a year. Officers will qualify with their duty weapon every qualification time. Officers will qualify with the shotgun and/or the rifle at least once a year.
- ~~D. Off duty officers may carry any reliable make and model handgun, .32 cal. Or larger. Officers will qualify with any weapon they carry off duty at least one (1) time a year.~~
- E. Officers may carry the department issued back-up weapon while on or off duty. The back-up weapon will be issued by the department. Officers will qualify with these weapons at least one (1) time a year. The back-up qualification will consist of a 25-round course by the firearms instructor.
- F. Officers who fail to qualify with their duty weapon will not be allowed to return to duty until they qualify. If a full-time officer fails to qualify they can be placed on leave without pay or terminated.
- G. No officer will carry any weapon while on official duty or any special security assignment with which they have not qualified. The only exception being the .22 cal. Rifle used for animal control.
- H. All officers carrying a duty handgun equipped with a RDS (Red Dot Sight) will receive a minimum of (8) hours of training on the use of a RDS from a pistol mounted optics instructor.
- I. All officers using a RDS sight on their duty handgun will qualify both with the RDS and the iron sights yearly on the duty issued handgun.
- J. All pistol mounted optics battery's will be replaced at least once a year or sooner as deemed by the pistol mounted optics instructor/instructors.
- K. Any maintenance needs or concerns will be reported to the pistol mounted optics instructor or a supervisor immediately by the officer before continuing to use the issued handgun.

- L. Only armorers or certified firearms instructors will perform maintenance on the RDS that requires it to be removed from the pistol.
- M. Officers will be required daily before going on shift or special assignments to inspect the RDS to make sure that it is on and the RDS is not lose or damaged.

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Approved By:

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Chris Workman  
Chief of Police

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Date

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