OPERATIONAL AGREEMENT
Facility and Agri-Services

Agri-Services units located within Oklahoma Department of Correction's facilities may ask for assistance from the facility to destroy/dispose of livestock in a humane manner. Livestock that receive an injury resulting in necessary euthanization will only be euthanized with approval of the Agri-Services supervisor.

1. Only correctional personnel, who have a current certificate of proficiency in the use of firearms, will be authorized to use a firearm in the commission of duties.

2. In an emergency, the highest-ranking staff present at the facility will approve these measures with immediate notification (telephone call) to the duty officer.

   a. The facility will respond immediately unless critical (or serious) incident event(s) prevent immediate action.

   b. The weapon will be a shotgun. Ammunition will be lead rifle slug, new, factory loaded, 12 gauge, 1 oz., in accordance with OP-040106 entitled "Purchase, Use, and Control of Firearms and Security Equipment."

3. "Incident Report Summary" (OP-050109, Attachment A) will be completed by the Agri-Services staff, the facility staff authorizing the action and the officer firing the weapon. The "Incident Report Summary" (OP-050109, Attachment A) will document the actions leading up to the need for authorization (Agri-Services staff), who authorized the action (highest-ranking facility staff) and the discharge of the weapon and outcome (officer).

4. After the weapon is discharged, the fired weapon will be turned in to the facility armory for maintenance and cleaning.

5. The facility head will notify the appropriate Administrator of Institutional Operations by 9:00 a.m. the next working day by completing the Incident Report Summary" (OP-050109, Attachment A) in accordance with OP-050108 entitled "Use of Force Standards and Reportable Incidents."

6. All inmates will be removed from sight of the area while the animal is euthanized.

7. Only the armed officer and an Agri-Services supervisor will be present when the animal is euthanized.

Facility Head Date

Agri-Services Farm Coordinator/Manager Date