
Conducted Energy Weapon

309.1 PURPOSE AND SCOPE

This procedure provides guidelines for the issuance and use of the Conducted Energy Weapon (CEW).

309.2 STORAGE AND ISSUANCE

- (a) CEW equipment (CEW units, batteries, cartridges, and holsters) will be stored in secured lockers issued to the CEW program. Only CEW Instructors, P&T personnel, and the CEW Program Manager may access the lockers.
- (b) The CEW Program Supervisor is responsible for ensuring a small supply of batteries and cartridges are available in the patrol sergeant's office.
- (c) The issuance of CEW to employees will be tracked in the LEA Data program by the CEW Program Supervisor. CEW will only be issued by P&T, a UCPD CEW Certified Instructor, or the CEW Program Supervisor or Manager.

309.3 TRAINING

All personnel authorized to carry a CEW shall receive initial department training prior to being issued a CEW. All personnel issued a CEW should attend periodic CEW update training when scheduled by Personnel and Training. Personnel & Training will schedule periodic training based on direction from the CEW Program Manager and/or Supervisor. Any personnel who have not carried the CEW as part of their assignment for a period of six months or more shall be recertified by a department approved CEW instructor prior to again carrying or using the CEW device.

309.4 MAINTENANCE

- (a) Members should perform a function check at least once a week.
- (b) Batteries with less than 20% remaining battery life shall be replaced.
- (c) Periodic cleaning of the outside surface area of the CEW is recommended.

309.5 EXPOSURE TO WATER

- (a) Do not attempt to use a CEW that has been submerged in water.
- (b) If a CEW has been completely submerged in water or exposed to a significant amount of moisture follow these guidelines:
 - 1. Secure CEW in holster prior to removing battery.
 - 2. The involved supervisor should collect the defective equipment and coordinate an exchange through the Program Supervisor or Manager.
 - 3. A member of the CEW Program will send the CEW back to the manufacturer for repair or replacement.

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4. Cartridges that have been exposed to significant amount of moisture shall be discarded appropriately.

309.6 HOW TO CREATE A CEW (T7) LOGS

- Each T7 handle is assigned to an Officer.
- When a battery is inserted, it recognizes the assignment and associates events to that Officer's T7.
- Once the battery is docked, it uploads the information on the battery into Evidence.com.
- From the Inventory Tab of Evidence.com, you can search for a specific T7 by Serial Number or Assigned User.
- Once the specific handle is selected, you can access the DEVICE LOG.

The **Device Log** includes information regarding Armed and Maintenance Events, incl FW Version, Function Check, Cartridge, etc. and allows you to access the Pulse Graph of a discharge.

EXAMPLE:

- Select the events you want included in the CEW Log and then select "Copy to Evidence." *Note: If an event is assigned to the wrong Officer, you can reassign it by selecting the event and clicking "Reassign."*
- Click on the blue hyperlink to access CEW LOG.
- You can now update the "Evidence ID" and add a "Category" with case-specific metadata, as needed. As a piece of Evidence, the CEW Log acts like any other piece of evidence. Ex. It can be shared internally and/or added to Case, and shared externally, as needed. You can also Download the CEW Log as a PDF, as needed.

NOTE : The CEW Log will initially be owned and uploaded by **the person creating the log**, *not* the Officer assigned to the Handle. You can reassign Ownership to the Officer, as needed.

[See attachment: How to Create a CEW T7 Log.pdf](#)

309.7 CEW BATTERY MAINTENANCE SCHEDULE

Officers assigned to Patrol and Traffic shall swap out their CEW battery from the dock in the Sergeant's Office on their Payback day each month. In the event a member does not work on their Payback day, or there are not any fully charged CEW batteries available, they shall swap out their CEW battery the regular duty day closest to their Payback day.

Officers assigned to Investigations, or the Special Services Unit shall swap out their CEW battery from the dock in Investigations at least once per month.

Any other member of this department that is issued a CEW shall swap out their CEW battery from the dock in the Sergeant's Office at least once per month. In the event there are not any fully charged batteries available, members shall swap their CEW battery on their next workday.

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309.8 PERFORMING A FUNCTION TEST

https://my.axon.com/s/article/Performing-a-Function-Test?language=en_US

309.9 REVISIONS

Revised: November 22, 2021

Attachments

How to Create a CEW T7 Log .pdf



HOW TO CREATE T7 LOGS

TRAINING



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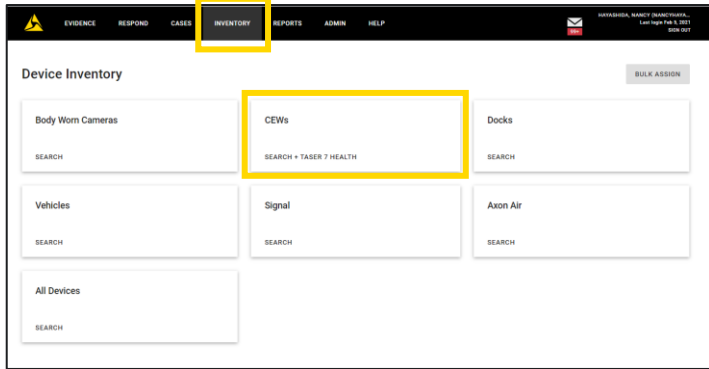
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T7 BASICS

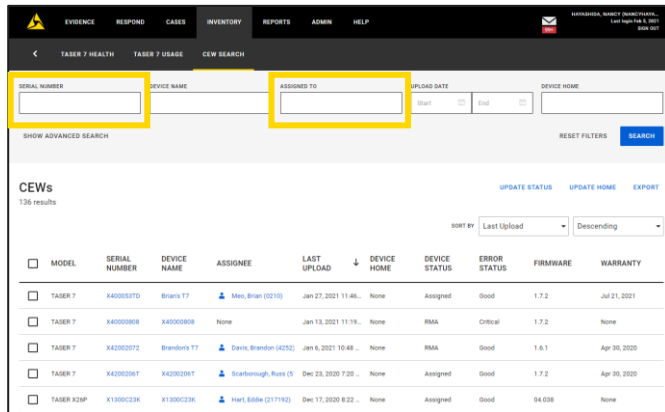


- Each T7 handle is assigned to a Deputy
- When a battery is inserted, it recognizes the assignment and associates events to that Deputy's T7
- Once the battery is docked, it uploads the information on the battery into Evidence.com

T7s in EVIDENCE.COM




From the Inventory Tab of Evidence.com, you can search for a specific T7 by Serial Number or Assigned User



T7s in EVIDENCE.COM

TASER 7



STATUS
Assigned [↗](#)


DEVICE NAME
Brian's T7 [↗](#)

DEVICE HOME
None [↗](#)

AUDIT TRAIL

DEVICE LOG

User Information

| ASSIGNEE | ASSIGNED SINCE | |
|---|----------------|----------|
|  Meo, Brian (0210) | Jan 26, 2021 | REASSIGN |

Summary

| Model | Serial Number | Warranty | Firmware |
|---------|---------------|--------------|----------|
| TASER 7 | X400053TD | Jul 21, 2021 | 1.7.2 |


State

| TITLE | DESCRIPTION | LAST UPDATE |
|--------------------|-------------|-----------------------|
| Last Log Upload | — | Jan 27, 2021 11:46 AM |
| Last Function Test | — | Jan 3, 2021 12:06 PM |

Once the specific handle is selected, you can access the **DEVICE LOG.**

T7 DEVICE LOG

Device Log



SERIAL NUMBER X400053TD
DEVICE NAME Brian's T7
MODEL TASER 7
STATUS Assigned
WARRANTY EXPIRATION —

Technical Assistance
Visit the [TASER 7 Help](#) section for assistance with this device.
Send this Device Log (TASER 7 engineering logs) to Axon for full technical assistance. To better assist you, please contact customer support at the following link after sending this log: [Customer support](#)

DATE RANGE
Start End [RESET FILTERS](#)

[REASSIGN](#) [COPY TO EVIDENCE](#) [SEND LOG](#)

| TITLE | DATE/TIME | DESCRIPTION | ASSIGNEE | DURATION | GRAPH |
|--------------------------------------|-----------------------|--|-------------------|----------|-------|
| <input type="checkbox"/> Armed Event | Jan 27, 2021 11:23:23 | | Mec, Brian (0210) | 20.33s | |
| 1 Firmware Version | 11:23:23.094 | 1.7.2 | | | |
| 2 Safety OFF | 11:23:23.119 | CEW Armed | | | |
| 3 Cartridge | 11:23:23.160 | TASER 7 Resettable 12 Cartridge in Bay 1 Serial Number: X53201612 | | | |
| 4 Cartridge | 11:23:23.193 | TASER 7 Resettable 12 Cartridge in Bay 2 Serial Number: X5320159H | | | |
| 5 Tilt Select | 11:23:31.916 | Right Bay Selected | | | |
| 6 Tilt Select | 11:23:35.530 | Left Bay Selected | | | |

The Device Log includes information regarding Armed and Maintenance Events, incl FW Version, Function Check, Cartridge, etc. and allows you to access the Pulse Graph of a discharge

NOTE: Events are listed in reverse chronological order, with most recent listed first

T7 DEVICE LOG: EXAMPLE

| Bay 2 Cartridge Status: Spent | | | |
|-------------------------------|-------------------|-----------------------|--|
| <input type="checkbox"/> | Armed Event | Jan 26, 2021 08:32:32 | Meo, Brian (0210) 21.38s |
| 1 | Firmware Version | 08:32:32.094 | 1.7.2 |
| 2 | Safety OFF | 08:32:32.119 | CEW Armed |
| 3 | Cartridge | 08:32:32.160 | TASER 7 Resettable 12 Cartridge in Bay 1 Serial Number: X53201612 |
| 4 | Cartridge | 08:32:32.292 | TASER 7 Resettable 12 Cartridge in Bay 2 Serial Number: X532015HH |
| 5 | Arc | 08:32:36.073 | Right Button Press |
| 6 | Discharge | 08:32:36.085 | 0.20s View Graph |
| 7 | Arc | 08:32:38.891 | Left Button Press |
| 8 | Discharge | 08:32:38.897 | 0.19s View Graph |
| 9 | Trigger | 08:32:40.535 | Trigger Pull Detected |
| 10 | Cartridge AFID | 08:32:40.546 | Serial Number: X53201612 Handle Serial Number: X400053TD Deployment Date/Time: Jan 26, 2021 08:32:40 |
| 11 | Bay 1 Deployed | 08:32:40.552 | |
| 12 | Discharge | 08:32:40.809 | Electrical Discharge 4.94s View Graph |
| 13 | Trigger | 08:32:46.895 | Trigger Pull Detected |
| 14 | Cartridge AFID | 08:32:46.906 | Serial Number: X532015HH Handle Serial Number: X400053TD Deployment Date/Time: Jan 26, 2021 08:32:46 |
| 15 | Bay 2 Deployed | 08:32:46.912 | |
| 16 | Discharge | 08:32:47.169 | Electrical Discharge 5.06s View Graph |
| 17 | Safety ON | 08:32:53.453 | CEW Disarmed Bay 1 Cartridge Status: Spent Bay 2 Cartridge Status: Spent |
| <input type="checkbox"/> | Maintenance Event | Jan 17, 2021 08:36:44 | 0.03s |
| 1 | Firmware Version | 08:36:44.094 | 1.7.2 |
| 2 | Battery Inserted | 08:36:44.119 | Serial Number: X44402800 |
| <input type="checkbox"/> | Armed Event | Jan 3, 2021 12:06:21 | Meo, Brian (0210) 3.07s |
| 1 | Firmware Version | 12:06:21.088 | 1.7.2 |
| 2 | Safety OFF | 12:06:21.113 | CEW Armed |
| 3 | Cartridge | 12:06:21.167 | No cartridge in Bay 1 |
| 4 | Cartridge | 12:06:21.214 | No cartridge in Bay 2 |
| 5 | Safety ON | 12:06:24.010 | CEW Disarmed Bay 1 Cartridge Status: Not Present Bay 2 Cartridge Status: Not Present |

CREATING CEW LOG FROM T7 DEVICE LOG

Device Log

Serial Number: X400053TD
Device Name: Brian's T7
Model: TASER 7
Status: Assigned
Warranty Expiration: --

Technical Assistance
Visit the [TASER 7 Help](#) section for assistance with this device.
Send this Device Log (TASER 7 engineering logs) to Axon for full technical assistance. To better assist you, please contact customer support at the following link after sending this log: [Customer Support](#)

DATE RANGE: Start [] End [] **RESET FILTERS** **SEND LOG**

REASON: **COPY TO EVIDENCE**

| TITLE | DATE/TIME | DESCRIPTION | ASSIGNEE | DURATION | GRAPH |
|---|-----------------------|--------------|--|----------|-------|
| <input checked="" type="checkbox"/> Armed Event | Jan 27, 2021 11:23:23 | | Mike Brian (0210) | 20.30s | |
| 1 | Firmware Version | 11:23:23.044 | 1.7.2 | | |
| 2 | Safety OFF | 11:23:23.119 | CEW Armed | | |
| 3 | Cartridge | 11:23:23.160 | TASER 7 Reusable 12 Cartridge in Bay 1 Serial Number: 193201910 | | |
| 4 | Cartridge | 11:23:23.193 | TASER 7 Reusable 12 Cartridge in Bay 2 Serial Number: 193201909 | | |
| 5 | Tilt Select | 11:23:31.916 | Right Bay Selected | | |
| 6 | Tilt Select | 11:23:35.530 | Left Bay Selected | | |
| 7 | Tilt Select | 11:23:37.205 | Right Bay Selected | | |
| 8 | Tilt Select | 11:23:38.675 | Left Bay Selected | | |
| 9 | Safety ON | 11:23:43.393 | CEW Disarmed Bay 1 Cartridge Status: Ready Bay 2 Cartridge Status: Ready | | |
| <input checked="" type="checkbox"/> Armed Event | Jan 27, 2021 11:23:18 | | Mike Brian (0210) | 2.85s | |
| 1 | Firmware Version | 11:23:18.094 | 1.7.2 | | |
| 2 | Function Check | 11:23:18.118 | Function Test Mode | | |
| 3 | Safety OFF | 11:23:18.674 | CEW Armed | | |
| 4 | Cartridge | 11:23:18.806 | TASER 7 Reusable 12 Cartridge in Bay 1 Serial Number: 193201910 | | |
| 5 | Cartridge | 11:23:18.845 | TASER 7 Reusable 12 Cartridge in Bay 2 Serial Number: 193201909 | | |
| 6 | Safety ON | 11:23:22.879 | CEW Disarmed Bay 1 Cartridge Status: Ready Bay 2 Cartridge Status: Ready | | |
| 7 | Function Check | 11:23:25.947 | Function Test Mode Exit | | |
| <input type="checkbox"/> Armed Event | Jan 27, 2021 11:23:07 | | Mike Brian (0210) | 9.99s | |
| 1 | Firmware Version | 11:23:07.044 | 1.7.2 | | |
| 2 | Function Check | 11:23:07.118 | Function Test Mode | | |

Select the events you want included in the CEW Log and then select "Copy to Evidence."

NOTE: If an event is assigned to the wrong Deputy, you can reassign it by selecting the event and clicking "Reassign"

Extract Evidence

Evidence Title: TASER 7 (X400053TD) CEW Log 2021-02-05 1210

CANCEL **COPY TO EVIDENCE**

Extract Evidence

TASER 7 (X400053TD) CEW Log 2021-02-05 1216

DONE **COPY TO EVIDENCE**

Click on the blue Title hyperlink to access CEW Log.

CEW LOG

Navigation: EVIDENCE | RESPOND | CASES | INVENTORY | REPORTS | ADMIN | HELP

User: HAYASHIDA, NANCY (NANCYHAYASHIDA) | Last Login: Feb 5, 2021 12:16 PM

Menu: ALL EVIDENCE | MY EVIDENCE | SHARED EVIDENCE | EVIDENCE MAP | CITIZEN EVIDENCE

Title: TASER 7 (X440053TD) CEW Log 2021-02-05 1216

ID: None

ADD CATEGORY

Actions: DOWNLOAD | FLAG | REASSIGN | AUDIT TRAIL | DELETE

Summary

| | | | |
|-------------------|--------------|---------------------|--------------|
| START DATE | Jan 27, 2021 | DEVICE MODEL | TASER 7 |
| START TIME | 11:23:18 | DEVICE SERIAL | |
| EVIDENCE DURATION | 25s | CEW | X440053TD |
| TRIGGER PULLS | 0 | BATTERY | X44402800 |
| CARTRIDGES FIRED | 0 | CARTRIDGE | X5320194H |
| | | CARTRIDGE | X53201612 |
| | | CURRENT STATUS | |
| | | FIRMWARE | 1.7.2 |
| | | WARRANTY EXPIRATION | Jul 21, 2021 |

Timeline

| Title | Date/Time | Description |
|--------------------|-----------------------|--|
| Armed Event | Jan 27, 2021 11:23:23 | Duration: 20.33s |
| 1 Firmware Version | 11:23:23.094 | 1.7.2 |
| 2 Safety OFF | 11:23:23.119 | CEW Armed |
| 3 Cartridge | 11:23:23.160 | TASER 7 Resettable 12 Cartridge in Bay 1 Serial Number: X53201612 |
| 4 Cartridge | 11:23:23.193 | TASER 7 Resettable 12 Cartridge in Bay 2 Serial Number: X5320194H |
| 5 Battery | 11:23:23.267 | Serial Number: X44402800 Charge: 91% |
| 6 Tit Select | 11:23:31.916 | Right Bay Selected |
| 7 Tit Select | 11:23:35.330 | Left Bay Selected |
| 8 Tit Select | 11:23:37.205 | Right Bay Selected |
| 9 Tit Select | 11:23:38.675 | Left Bay Selected |
| 10 Safety ON | 11:23:43.383 | CEW Disarmed Bay 1 Cartridge Status: Ready Bay 2 Cartridge Status: Ready |
| Armed Event | Jan 27, 2021 11:23:18 | Duration: 2.85s |
| 1 Firmware Version | 11:23:18.094 | 1.7.2 |

Metadata:

ASSIGNED TO: Hayashida, Nancy (NancyHayashida)

RECORDED ON: Feb 5, 2021 12:16 PM -08:00

UPLOADED ON: Feb 5, 2021 12:16 PM -08:00

UPLOADED BY: Hayashida, Nancy (NancyHayashida)

DELETION SCHEDULED FOR: Unscheduled

FILE FORMAT: application/json

FILE SIZE: 41.5 KB

EVIDENCE GROUP: Nancy

CUSTOM METADATA: ADD

USE OF FORCE:

SCENE LOCATION:

You can now update the “Evidence ID” and add a “Category” with case-specific metadata, as needed

As a piece of Evidence, the CEW Log acts like any other piece of evidence. Ex: It can be shared internally and/or added to a Case, and shared externally, as needed

You can also Download the CEW Log as a PDF, as needed

CEW LOG IN EVIDENCE.COM

The screenshot shows the Evidence.com interface. At the top, there is a navigation bar with tabs for EVIDENCE, RESPOND, CASES, INVENTORY, REPORTS, ADMIN, and HELP. The user is identified as HAYASHIDA, NANCY (NANCYHAYA...) with a last login of Feb 5, 2021 and a 99+ notification. Below the navigation bar, there are tabs for ALL EVIDENCE, MY EVIDENCE, SHARED EVIDENCE, EVIDENCE MAP, and CITIZEN EVIDENCE. The main area contains search filters for ID, TITLE, USER OR GROUP, DATE (with Start and End date pickers), CATEGORY, and TAG. There is also a CUSTOM METADATA field and a SHOW ADVANCED SEARCH option. A RESET FILTERS button and a blue SEARCH button are present. Below the search filters, the page displays 'Evidence' with 10,827 results. There are links for IMPORT EVIDENCE, EXPORT RESULTS, and a menu icon. A table of evidence items is shown below, with the first row highlighted in yellow and its 'OWNER' and 'UPLOADED BY' columns highlighted in red.

| <input type="checkbox"/> | ID | TITLE | OWNER | UPLOADED BY | UPLOADED ON | RECORDED ON | CATEGORY | STATUS |
|--------------------------|--------------|-------------------------------|---------------------------|---------------------|----------------------|----------------------|-----------------------|------------|
| <input type="checkbox"/> | ABC 21-12345 | TASER 7 (X400053TD) CEW Lo... | Hayashida, Nancy (Nanc... | Hayashida, Na... | Feb 5, 2021 12:16 PM | Feb 5, 2021 12:16 PM | Critical Incident/OIS | Restricted |
| <input type="checkbox"/> | None | TASER 7 (X400053TD) CEW Lo... | Hayashida, Nancy (Nanc... | Hayashida, Na... | Feb 5, 2021 12:16 PM | Feb 5, 2021 12:16 PM | None | Active |
| <input type="checkbox"/> | 2021-123 | PHOTO 2021-02-05 140450 06... | Kelly, Stacy (0621) | Kelly, Stacy (06... | Feb 5, 2021 11:05 AM | Feb 5, 2021 11:04 AM | 1 DD Category | Active |

NOTE:
The CEW Log will initially be Owned and Uploaded by **YOU, not** the Deputy assigned to the Handle.

You can reassign Ownership to the Deputy, as needed