

## **Oklahoma Drug Dog Standards and Guidelines.**

### **1. Initial Training of Canines**

- 1.1 Training should be conducted by a qualified narcotic detector canine trainer, which utilizes a structured curriculum with specific training and learning objectives.
- 1.2 The narcotic detection training course shall include training the canine to detect marijuana, cocaine, heroin and methamphetamine as required to meet the mission, regional and operational deployment needs.
- 1.3 The canine shall be trained to perform an effective and controlled search.
- 1.4 The initial training of the canine shall include training of determined specific final response (active or passive alert).
- 1.5 Training shall include varying quantities of target odors.
- 1.6 Training shall include exposing the canine to a variety of different types of searches and locations.
- 1.7 The initial training should continue until the narcotic detection canine team is certified or deemed not certifiable.

### **2. Certification of Drug Dogs and Handlers**

- 2.1 A canine team consisting of a commissioned law enforcement officer, working a canine for a law enforcement agency, with the responsibilities and duties of locating narcotics.
- 2.2 A private agency or individual with the responsibilities and duties of locating narcotics.

- 2.3 A commissioned part-time or reserve officer with responsibilities and duties of locating narcotics for his/her department with a written letter of endorsement by the head administrator. An updated letter must be presented each time the team certifies. The certification is not valid unless a current letter is on file with CLEET.
- 2.4 A member of the Armed Forces, HLS, or DOJ with the responsibilities and duties of locating narcotics for his/her department with a written letter of endorsement by the head administrator. An updated letter must be presented each time the team certifies. The certification is not valid unless a current letter is on file with CLEET.
- 2.5 Every new drug detection dog handler should go through a one week basic handler course. It is recommended the course be accredited by CLEET. This course should be completed prior to attempting to certify as canine team with the State of Oklahoma.
- 2.6 Certifications will be valid for one year from the date of certification.

**3. Target and Optional Odors for Certification**

- 3.1 Cocaine minimum amount to be used 10 grams, maximum 28 grams.
- 3.2 Optional target odor of marijuana minimum amount to be used 28 grams.
- 3.3 Heroin minimum amount to be used 10 grams, maximum 28 grams.
- 3.4 Methamphetamine minimum amount to be used 10 grams, maximum 28 grams.
- 3.5 All target odors shall be stored in separate containers.
- 3.6 All target odors should be placed in search area at least 30 minutes before the first team attempts to certify.

- 3.7 Target odors should not be placed at a higher elevation of 5 feet, unless it can be accessed by the canine.
- 3.8 Pseudo narcotics will not be used for certification test.

## **4. Search Areas Used For Certification**

### **4.1 Indoor Searches:**

4.1.1 Buildings, warehouses, residences, or other structures.

4.1.2 Should be no larger than one thousand square feet (1000).

4.1.3 Inside this area there shall be a section for each drug. At least one blank area will be designated.

### **4.2 Vehicle Searches:**

4.2.1 The word "vehicles" as used for certification purposes shall include passenger cars, trucks or vans.

4.2.2 During the search there should be at least 2 vehicles but no more than 10. At least one vehicle is to be a blank.

4.2.3 There should be only one target odor hidden on/in each vehicle.

### **4.3 Field Searches:**

4.3.1 May be used by the evaluation official solely at his/her discretion.

4.3.2 The fields should not be greater than 3600 square feet.

## 5. Evaluation Officials Standards

- 5.1 Drug Dog Advisory Council along with OBN will designate Evaluation Officials. (State law designates this for the time).
- 5.2 Each Evaluation Official must be an Oklahoma State certified, full time law enforcement officer.
- 5.3 Each applicant shall obtain an Evaluation Official packet from CLEET.
- 5.4 The packet will contain a resume of schools, training, certifications and years of experience.
- 5.5 The Evaluation Official shall have a minimum of four years' experience handling drug detection dogs.
- 5.6 The Evaluation Official shall have a minimum of 200 hours of formalized detector dog training.
- 5.7 The Evaluation Official shall have completed and passed the Evaluation Official's course certified by CLEET.
- 5.8 The Evaluation Official shall have a current OBN and DEA license to possess drugs for training/testing within the State of Oklahoma.
- 5.9 The Evaluation Official shall submit a letter of support from his/her agency/department.
- 5.10 Evaluation Official's shall not test dogs they have initially trained or from within their own department/agency or a company in which they are owner or affiliated.
- 5.11 Evaluation Officials will be responsible for setting up the testing area and the evaluation of the handler/dog teams.

- 5.12 An Evaluation Official can be removed as an evaluator by a majority vote of the Drug Dog Advisory Council.

## **6. Certification Standards**

- 6.1 The Evaluation Official will determine the search areas used for certification.
- 6.2 The Evaluation Official shall know the desired outcome of the search.
- 6.3 A verification of target odors will be conducted prior to deployment of first canine/handler team. This is done by utilizing an Oklahoma state certified handler/canine team.
- 6.4 The canine being tested shall be able to locate/ indicate all of the stashes of target odors hidden in each location.
- 6.5 The handler shall be advised of the parameters of the search.
- 6.6 The handler shall not know the placement of the target odors.
- 6.7 The handler shall have on-lead control of the canine for a minimum of 50 of the test.
- 6.8 Once deployed, search time for each area will not exceed three (3) minutes for each search.
- 6.9 It will be the responsibility of each handler to advise the Evaluation Official as to the type of alert/indication his/her canine will give prior to the search.
- 6.10 To cause the Evaluation Official to score a positive find for the detection team, the handler must verbally state "alert" to the Evaluation Official and identify the location of the alert.

- 6.10.1 Alert Response: is a characteristic change in ongoing behavior in response to a trained odor, as interpreted by the handler.
- 6.11 Only one "False Response" will be allowed by the Evaluation Official. A second "False Response" will result in failure to certify the handler/canine team.
- 6.11.1 False Response: In a controlled environment, the dog responds as if a trained odor was present when it is known that it is not. This is false response and a false positive.
- 6.12 a. Failure to find the minimum hidden target odors consisting of cocaine, heroin and methamphetamine will result in failure to certify the team.
- 6.12 b. When choosing optional odors, failure to find the minimum hidden optional target odors will result in failure to certify the team.
- 6.13 Electronic or prong collars will be allowed at the discretion of the evaluation officials. No electronic collar will be used in the location of the hidden target odors.
- 6.14 No drug contaminated/scented rewards are allowed during certification.
- 6.15 The team must complete all application forms for CDS Detection Teams and meet all standards of CLEET.
- 6.16 If, in the opinion of the Evaluation Official, a handler uses extreme or abusive treatment of a canine the team will be immediately disqualified.
- 6.17 All tests given to the detection team will be a pass/fail. The Evaluation Official will decide if the team successfully completed the test. The handler and dog will be considered as a team and it is the team who will be certified.

6.18 Handler errors, when excessive may result in failure of the team.

- 6.19 If the dog changes handlers, a new team exists and the new team will need to be certified.

## **7. Retesting for Certification**

- 7.1 A detection team who fails to qualify for certification may, after seven (7) days attempt to certify.
- 7.2 The handler/canine team must use the same Evaluation Official if available.
- 7.3 The handle/canine team shall complete a corrective action plan before making another attempt to certify.
- 7.4 If an officer wishes to challenge test procedures or results, they may do so in writing within 7 days of the test date. Challenges must be sent to [CLEET, Attn: K-9 Coordinator, 2401 Egypt Rd, Ada, OK 74820.] The protest will be presented to the Drug Dog Advisory Council who will make the final decision and notify the handler and Evaluation Official.
- 7.5 Detection teams who fail qualification or certification on his or her third attempt will no longer be allowed to test as a detection team. An administrative letter will be sent to the agency's administration after the second failure with the detection team. (This letter will be sent by the CLEET Canine Coordinator).

## **8. Maintenance Training**

- 8.1 The canine team shall conduct regular objective-oriented training sufficient to maintain operational proficiency on all trained odors.
- 8.2 Training is meant to sustain and enhance the performance of the handler, canine and the canine team.
- 8.3 In training, situations are purposely sought where the capabilities of the canine team is challenged within the operational environments for which the team may be deployed.
- 8.4 Teams shall be challenged to improve and enhance their abilities.
- 8.5 Training may include:
  - 8.5.1 A variety of locations.
  - 8.5.2 A variety of target odor amounts (no less than 1 gram).
  - 8.5.3 A variety of environments, noises, heights, depths, containers and distraction odors.
  - 8.5.4 Various types of searches (e.g., vehicles, buildings, parcels, luggage, blank areas and persons depending on local, state and federal law).
  - 8.5.5 A varied duration of set times for target odors.
  - 8.5.6 Varied duration of search times.
- 8.6 The canine team should spend an average of 16 hours per month in routine training to maintain the proficiency level of the team.

## **9. Handling of Target Odors**

- 9.1 The target odors shall be packaged in a manner safe for the canine throughout training.
- 9.2 The target odors shall be maintained in a manner to avoid loss or destruction.
- 9.3 Target odors shall be stored in a manner that prevents odor contamination or physical contamination, i.e., the materials shall be stored in separate labeled containers.
- 9.3 Target odors shall be obtained from a reliable and documented source such as the DEA lab.
- 9.4 Required security procedures pertaining to the target odors shall be followed according to local, state and federal laws.
- 9.5 Required substance registrations shall be current and accurate records maintained.
- 9.6 Target odors should be replaced every 1-3 years, sooner if contaminated or compromised.
- 9.7 Disposal/destruction of the target odors shall follow local, state and federal guidelines.

## **10. Documentation/Records**

- 10.1 The handler, department and organization shall maintain training records, certification records and seizure records.
- 10.2 Deployment/utilization records may be kept in accordance with agency policy.
- 10.3 Records shall contain discipline-related specifics.
- 10.4 Records shall be standardized within the department, agency and/or organization.
- 10.5 Documents shall be retained in accordance with state, federal and unit guidelines.
- 10.6 Training records kept by the handler and/or the department should contain the following information:
  - 10.6.1 Date training held.
  - 10.6.2 Name of individual conducting training.
  - 10.6.3 Type and amount of target odors used.
  - 10.6.4 Length of training session.
  - 10.6.5 Location of training.
  - 10.6.6 Type of training (e.g., vehicle, luggage, building and open area)
  - 10.6.7 Number of searches and results
  - 10.6.8 Name of canine and handler.

- 10.7 Seizure records kept by the handler should include:
  - 10.7.1 Date of seizure.
  - 10.7.2 Location of seizure.
  - 10.7.3 Length of search.
  - 10.7.4 Description of activity.
  - 10.7.5 Results of search.
  - 10.7.6 Name of canine and handler.
  - 10.7.7 Non-productive responses (i.e., dog alerts with no detectable or sizable amounts of narcotics).
  - 10.7.8 Seizure substance type.
  - 10.7.9 Narcotics.
  - 10.7.10 Currency.
  - 10.7.11 Currency non-seizures.
- 10.8 Other information as required by the organization and/or agency.
- 10.9 Certification records kept by certifying authority and handler shall include the following information.
  - 10.9.1 Date team was certified
  - 10.9.2 Certification authority i.e., agency or professional organization.
  - 10.9.3 Name of Evaluation Official.
  - 10.9.4 Target Odors.
  - 10.9.5 Location of certification.
  - 10.9.6 Name of canine and handler.

- 10.10 Deployment/utilization/seizure information shall be kept separate from training and testing information.
- 10.11 Supervisory review is recommended.
- 10.12 Each animal shall undergo an annual veterinary examination.
- 10.13 Medical records shall be maintained in a manner where they are accessible to the handler/department/organization

## **11. Use of Records/Documentation**

- 11.1 Reliability of the canine team shall be based upon the results of certification.
- 11.2 Training records do not necessarily reflect reliability of the team.
- 11.3 Training records are necessary to illustrate the type and amount of training that the team has experienced before and after certification.

## **12. Vehicles Transporting a Police Dog**

- 12.1 A vehicle used to transport a police dog should be equipped with a heat sensor monitoring device.
- 12.2 The device should monitor the internal temperature of the vehicle in which the police dog is being transported.
- 12.3 The device should provide an audible and visual notification in the vehicle when the interior temperature reaches 85 degrees fahrenheit which notifies the law enforcement officer or agency responsible for the police dog.
- 12.4 The vehicle should have a safety mechanism to reduce the interior temperature of the vehicle.

## TERMINOLOGY

Alert	A characteristic change in ongoing behavior in response to a trained odor, as interpreted by the handler. The components of the alert may include: COB, interest, and final response or indication.
Blank Search	A training or certification exercise in which the target odor is not present.
Backup Handler/ Second Handler/ Multi Handler/ Pool Dog	A dog that is trained and certified with more than one handler.
Canine	A dog, <i>Canis familiaris</i> , more commonly used to denote a working dog and sometimes abbreviated as K-9.
Canine Team	A human and working dog that train and work together as an operational unit.
Casting	A description of the dog's movement as the dog searches for and/or follows the concentration of target odor. A directional command to the dog.
Certification	A process that attests to the successful completion of an examination of relevant skills for the canine team.
Change of Behavior (COB)	A characteristic pattern of behaviors, as interpreted by the handler, that occurs when the dog detects a trained odor. This differs from other olfactory interest that otherwise are exhibited by the dog in response to the daily environment.
CLEET	Council on Law Enforcement Education and Training.

CLEET Director	The director of Council on Law Enforcement Education and Training.
Confirmed Alert	An alert for which the presence of a trained odor can be verified or corroborated.
Consistency! Reliability	Consistent measures are those where repeated measurements of the same thing produce the same results.
Contaminating Odor	Any odor not ordinarily part of a target odor signature.
Cueing! Keying the Dog	A verbal or physical action (done consciously or unconsciously) by anyone, and/or environmental stimulus that causes a detector dog to change its actions to respond to an area or item whether target odor is present or not.
Decision Making	The handler's ability to recognize the dog's reactions and then translate and communicate to other officers whether or not the detector dog alerted to the presence of a trained odor.
Deployment	After initial assessment of the search environment, the handler conducts an efficient, effective and thorough search.
Deployment Log / Utilization Log Record	A record of the use of a trained dog team in an operational environment, as opposed to training records.
Detector! Detection Dog	Dog trained to detect and alert! Respond! Indicate to the presence of certain scents! Odors for which it has been trained.
Dog	A domestic canid ( <i>Canis familiaris</i> ) used in various work or companionship tasks.

Dog Handler	The trained person who works a dog.
Dog Ownership	The actual owner of the canine, Law enforcement agency or private owner.
Drug Dog Advisory Council	Commissioned officers with practical knowledge of drug detection canines and canine teams. The Council will make recommendations concerning minimum standards, educational needs, and other matters imperative to the certification of canines and canine teams trained to detect controlled dangerous substances and present it to CLEET.
Evaluation Official	Suitably authorized individuals trained to administer and assess an examination of relevant skills for a canine team showing no bias or partiality.
False Negative	A response indicating that something is not true or not present when it is true or present. See Miss.
False Positive	A response indicating that something is true or present when it is not. See False Response.
False Response	In a controlled environment, the dog responds as if a trained substance was present when it is known that it is not. This is false response and a false positive.
Final Response	A behavior that a dog has been trained to exhibit in the presence of a target odor source. This behavior may be either passive (sit, stare, down, point, etc.) or active (bite, bark, scratch, etc.)
Guideline	Principles and plans in setting standards and determining a course of action.
Handler Error	Any action or cue that causes the canine or dog team to perform incorrectly.

Indication	The dog's response to the odor in the manner in which it has been trained, independently and without distraction.
Interest	<p>Any reaction to an odor, which may include:</p> <ol style="list-style-type: none"> <li>1. A noticeable, readable, physical change in behavior in a detector dog during the search when the dog reacts to (Le., is interested in) an odor.</li> <li>2. Pattern of behavior following the dog's initial reaction to a trained odor when the dog displays enthusiasm and desire to remain and trace the trained odor to its source.</li> </ol> <p>Any person as defined in Title 70 O.S. 3311.</p>
Law Enforcement Officer / Peace Officer	
Maintenance Training	Continuing training conducted beyond the initial training of a discipline, designed to maintain a level of proficiency by ensuring the team's capability to perform desired task.
Minimum Standard	The lowest acceptable criteria that define or establish uniform specifications or characteristics for products or services
Miss	Certification/Training use: When the dog fails to alert in the known presence of the target odor; a situation in which the dog fails to exhibit the trained behaviors in the presence of the target odor on which the dog was trained.
Non-Indication	A "miss" by the dog in the known presence of the substance that is there; a situation in which the dog fails to exhibit the trained behaviors in the presence of the substance on which he or she was trained.

Non-Productive Response	A change of behavior followed by a positive indication which can't be confirmed by the handler. This may be the result of residual odor that the dog can detect but which cannot be confirmed by technology or direct observation. A non-productive response may also be an error - a false positive - but these outcomes cannot be distinguished in an operational environment.
OBNDD	Oklahoma Bureau of Narcotics and Dangerous Drugs
OBNDD Director	The director of Oklahoma Bureau of Narcotics and Dangerous Drugs
Odor	The chemical mixture of volatile compounds that stimulates the olfactory neurons.
Off-Lead	Any work or interactions with the dog where the dog is not attached to a lead.
On-Lead	Any work or interactions with the dog where the dog is attached to a lead.
Passive Response	A type of response that the dog displays/ indicates in a manner that doesn't disturb the environment (i.e., sit, stand, or lie quietly after the detector dog has detected a trained odor).
Praise Off	Physically removing the dog, after he/she has shown a response, from the area or item without causing physical discomfort to the dog. While verbally praising the dog.
Private Agency/ Person	Any agency or person not commissioned or certified as law enforcement by the State of Oklahoma Statutes.

Productive Response	A change of behavior followed by a positive indication which can be confirmed by the handler.
Residual Odor	Odor that remains from training aids or actual objects of focus once the aids or objects have been removed.
Response/ Indication	A behavior that a dog has been trained to exhibit upon locating the source of a target odor. This behavior may be either passive (sit, stare, down, point) or active (bite, bark, scratch).
Reward	The presentation of an article, toy, or praise given to the dog once the detector dog has alerted and responded to the odor(s) for which the dog is trained to detect.
Scent Article	Also known as scent object or scent pad. The scent article refers to an object containing the odor to be detected.
Scent Cone	The path of dispersion that the odor follows in the given wind or air currents, and in a given thermal environment.
Single Blind Testing	An evaluation of the canine! Handler team's ability to complete an exercise where the evaluator knows the outcome and the handler does not.
Standard	An established or widely recognized model of authority or excellence as a reference point against which other things can be evaluated or the ideal in terms of which something can be judged.
Systematic Search Pattern	A method which employs a specific search sequence to increase accuracy and minimize omissions, while maximizing coverage. Such patterns usually have set start and stop points.

Target Odor	Controlled Dangerous Substance (CDS) odors which detector dogs are trained to detect.
Threshold	The working threshold for a dog may be defined by its training history and this may include a minimum and maximum amount to which a dog may respond.
Trainer/ Instructor	Any member of a specific discipline who is in a situation of instructing any part of the canine / handler team.
Training	Goal oriented task designed to teach, fix, expand, improve and maintain detection capabilities.
Training Log	A record used to document the training of a dog, handler or dog team.
Training Time	The amount of time necessary to keep a detection dog at peak proficiency. The amount of time will vary from team to team. 16 hours a month is recommended.
Unconfirmed Alert	An alert for which the presence of a trained odor cannot be confirmed. This may be the result of residual or lingering odor that the dog can detect but which has not been confirmed by technology or direct observation.