

1.3.A.14 Canine Teams

I Policy Index:



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II Policy:

South Dakota Department of Corrections (DOC) Canine Teams help provide a safe environment for staff, offenders and the public by conducting controlled searches of individuals, institutions and property. Canine teams enhance the security of DOC institutions through the detection of contraband.

III Definitions:

Canine Handler:

A staff member of the Department of Corrections authorized and designated by the department to utilize a department owned service canine to perform searches.

Contraband:

An item an inmate is not authorized to possess, is not permitted in the institution or is not sold in commissary. Approved items may be contraband if altered, possessed in a higher quantity than authorized, used in ways for which it is not intended, or obtained through an unapproved source. Class A contraband is material prohibited by law, regulation, policy or directive; material which can reasonably be expected to cause physical injury, or adversely affect the security, safety or good order of the institution. This includes weapons, explosives, drugs, intoxicants, cameras, telephones, etc.

Corrections Canine Team:

Composed of a corrections service canine and staff member of the Department of Corrections assigned as the exclusive handler of the canine.

Corrections Service Canine:

A canine used by the Department of Corrections trained to detect the odor of specific articles which are unlawful for an inmate to possess (contraband), pursuant to state law or contrary to the rules of the Department of Corrections.

Drug:

All non-prescribed mood controlling substances, including such examples as, alcohol, marijuana, cocaine, amphetamines, methamphetamines, barbiturates, benzodiazepine, opiates, and hallucinogens.

IV Procedure:

1. Utilization of Canine Teams:

- A. Corrections canine teams provide specialized security and public safety support through training, education, and prevention (See ACA 4-4208).
- B. Corrections canine teams will:
 - 1. Contribute to a safe, secure environment for staff, inmates and the public.
 - 2. Enforce zero tolerance of possession or use of drugs and other contraband within DOC facilities through search operations.
 - 3. Maintain a high state of readiness to provide canine search services to DOC units.
 - 4. Contribute to maintaining a quality training program for certification of canine handlers and canines that prepares each team to efficiently and effectively perform assigned duties.
 - 5. When appropriate, participate in and support specialized training and operations, such as Corrections Emergency Response Team (CERT) responses, or in response to information supporting the presence of contraband.
- C. All requests for canine team assistance outside of duties assigned to the team must be approved in advance by the Director of Security or Director of Prison Operations.

2. Organizational Structure, Authority, and Responsibility:

- A. The Canine Commander is responsible for the daily operation, training, certification and general administration of the canine teams, including but not limited to the following:
 - 1. Reporting information to the Director of Security, who reports to the Director of Prison Operations or designee.
 - 2. Assisting in determining the number of canine teams necessary to complete sufficient searches, including the home station of each team, area of specialization, work duties, training requirements and schedules and work hours of the team. The Director of Security will have oversight over these decisions.
 - 3. The Canine Commander must complete all required training and certification and demonstrate proficiency in the performance of his/her assigned duties. The Canine Commander shall exercise statewide responsibility over all canine teams. The Canine Commander will ensure continued development and annual review of the canine teams, including the following (See ACA 4-4209):
 - a. Operation and administration of the Corrections canine team training program; including proficiency testing and certification procedures for canine handlers and canines.
 - b. Integration with other special DOC operations, units or teams and best practices utilization of teams.

- c. Integration of canines into search procedures, including scheduled, targeted searches at the facility, as deemed appropriate and necessary.
 - d. Maintenance of canine and canine handler job descriptions, criteria and procedures for selection of canines and canine handlers. Assignment of canines to canine handlers to achieve the most effective operational partnership/team possible.
 - e. Overseeing the procurement, selection, training, kenneling and overall care of canines, including removal, retirement and final disposition of canines.
 - f. Maintenance of an appropriate sanitation plan that provides for and directs the inspection, housing, transportation, grooming and proper care of canines.
 - g. Ensuring canine team services are provided to DOC units as required or directed by the Director of Security, Director of Prison Operations, Warden or designee.
 - h. Approval and acquisition of uniforms, insignia, equipment, supplies, and services, consistent with DOC policy 1.1.C.5 [Staff Dress and Grooming Standards](#).
 - i. Organizing and maintaining records concerning canine team activities, including but not limited to, training, completion of certification, proficiency testing and participation in significant events or special duties, as assigned (ACA 4-4210).
 - j. Coordinating with the Director of Security canine team demonstrations to further community relations and provide information and education about the DOC and canine teams.
 - k. Providing direction and supervision to the canine teams, including developing and maintaining post orders for each team, which will be reviewed and approved by the Director of Security and Deputy Warden.
 - l. Ensuring canine team services are provided to all DOC institutions housing inmates on a regular basis.
 - m. Reporting and correcting any deficiencies exhibited by a team with complying with DOC policy, orders, directives, procedures, standards, or expectations. The safety of each team shall always be a priority.
 - n. Providing monthly reports to the Director of Security and/or Director of Prison Operations and Warden, or designee regarding team search activities, including statistical information.
 - o. Maintaining all required certification of canines and canine handlers, including accessing substances/drugs used to train the teams.
- B. The Canine Commander may be assigned one Canine Instructor/Inspector, who will be supervised by the Canine Commander. The Canine Instructor/Inspector must complete all required training, demonstrate proficiency in the performance of assigned duties and complete required certification. At the discretion of the Canine Commander, the Canine Instructor/Inspector may maintain one working canine partner. Under the general supervision of the Canine Commander, the Canine Instructor/Inspector will:
- 1. Help provide a quality training program to promote the initial and ongoing training, proficiency testing and certification of corrections canine teams.

2. Ensure ongoing and regular inspection, maintenance, review and auditing of all canine teams and equipment assigned to the teams, including contraband training aids. Results of such inspections will be documented, recorded and forwarded to the Canine Commander.
 3. Submit reports to the Canine Commander and the Director of Security regarding equipment inventory and equipment needs, training, corrective actions and training and certification status of all corrections' canine teams (See ACA 4-4210).
- C. The Canine Commander will ensure all department provided uniforms, equipment, vehicles, supplies, and gear is properly maintained and accounted for by the canine handlers.

3. Canine Handlers:

- A. All canine handlers must demonstrate proficiency and the ability to properly handle and control their assigned canine.
- B. Canine handlers must maintain a residence that can accommodate the canine, including appropriate housing (a kennel) and meeting the basic needs of the canine.
- C. Canine handlers are responsible for the actions of their assigned canine at all times. This includes when the canine is on duty and off duty.
- D. Canines will not be left unattended in any area where the public may have direct access to, or contact with the canine, unless left in the care of a veterinarian, another handler or other authorized person(s). The Canine Commander must be notified in advance if temporary care of the canine will be transferred to another authorized person.
- E. Canine handlers are responsible for upkeep of the canine's training files and required training/certification or demonstrated proficiency testing.
- F. All canine training aids must be properly secured and accounted for while in the canine handler's control, in accordance with policy and applicable state, federal and local laws.
- G. Canine handlers shall not deploy the canine for any unauthorized use or use the skills and abilities acquired by the canine and at the expense of the DOC for the handler's own personal benefit or gain. Handlers shall not register the canine with any society or organization without approval of the Canine Commander. Canines shall not be entered in any show, competition or demonstration without prior approval from the Canine Commander.
- H. Canine handlers are responsible for the maintenance of all state owned property assigned to them (See DOC policy 1.1.C.1 [Staff Code of Ethics](#)).
- I. Canine handlers who will be on leave and unable to care for their canine due to travel or other circumstances, will notify the Canine Commander in advance with dates that the canine will be out of service, and the name of the boarding kennel or name of another DOC Canine handler who will be caring for the canine.

4. Training:

- A. Potential canines and canine handlers will participate in an approved training course, usually consisting of at least 8-weeks (cumulative) of training (See [Attachment 1](#)) (See ACA #4-4209).

- B. Monthly canine team training goals and expectations will be set by the Canine Commander. Training will depend on the skill level of the canine handler and canine's trainability.
- C. Outside training attendance or participation by canines and canine handlers must be approved by the Canine Commander and documented.

5. Certification:

- A. The canine team will be given 24 hours to complete certification.
- B. There will be two separate search areas containing one of each odor the canine is trained and required to detect (See [Attachment 2](#)).
- C. The canine handler will not know the exact location of the odors. No odor will be placed in a way that the canine team will not have access to it.
- D. The corrections service canine will need to indicate on each odor it is trained to detect in order to receive certification.
- E. The indication will be witnessed by staff, as designated by the Canine Commander. The Canine Commander will determine who will judge each certification. The Canine Instructor will be present at any certification. The Canine Commander shall be certified to test the canines.
- F. If a corrections service canine does not indicate on an odor, a second corrections service dog may be used to determine if the odor is penetrating the area. Upon confirmation the odor is present, the odor will be placed back in the search area and the team permitted to search for the odor.
- G. Upon successful completion of the certification, a written exam will be administered to the canine handler with the completed exam sent to the Law Enforcement Standards Training Commission. A score of 80% is needed to pass the exam. The exam will test the canine handler's knowledge of canine drives, behaviors, training, safety, and first aid. If the handler fails to score 80% or greater, the handler will be allowed to retake the test within 1 week. If the handler again fails to score 80% or greater, remedial training and retesting will occur, and the test retaken within 1 week. If the score remains below 80%, the Canine Commander will decide if the handler will be removed from the position or allowed a final retest. A score below 80% on the final test may result in removal from the position.
- H. If the canine does not successfully complete the certification (is not detecting a specific required odor), remedial two-week training will be required, followed by a retest. An extension may be granted depending on the outcome of the remedial training.
- I. A false indication during the search will result in an evaluation and possible remedial training. A second false indication will result in an evaluation and, upon finding no reason for the indication, a failing score. Two weeks of remedial training will be required followed by a re-certification.
- J. If the canine team does not receive a passing score on the re-certification, another two-week remedial training and re-certification will occur.
- K. If the canine team does not pass certification on the third attempt, the canine team will be evaluated. After the evaluation, the canine team may be required to go through a complete re-training; or the team may be dismissed or re-assigned.

- L. A canine team may only be certified by the Law Enforcement Officers Standards Commission upon successful completion of an approved training program (See SDCL § 23-3-35.4 and ARSD 2:01:13:06.01).
- M. Unless renewed, certification as a canine team expires one year after the date all certification or recertification standards were last met (See ARSD 2:01:13:07).
- N. All training records will always be documented and kept up to date.

6. Special Operations Pay Differential and Commitment:

- A. A 5% increase in pay may be granted to canine handlers upon hire. The intent is to help offset the cost of additional non-reimbursable expenses (labor and materials) incurred as part of the duties for caring for a DOC canine. The DOC provides no assurance or guarantee that all costs or expenses associated with providing for a canine are covered or reimbursed by the DOC. The DOC reserves the right to hold the canine handler responsible for specified costs/expenses associated with care of the canine.
- B. Due to the specialized training and interaction between the canine handler and canine, canine handler applicants are asked to commit to the position of canine handler for at least three (3) years.

7. Searches:

- A. Canine teams may be dispatched to or assigned to any unit of the DOC.
- B. Canine teams will primarily be used to search DOC adult facilities and grounds.
- C. Canines will not be used to search inmates during strip searches.
- D. Canines may be deployed "off leash" when situations dictate, provided the canine remains under the under direct supervision and control of the canine handler.
- E. A systematic approach will be used when conducting searches with a canine. It is essential all areas identified for search are covered by the canine.
- F. All information about when and where a canine search will be conducted will be treated as confidential and communicated only to facility staff that need to know. Advance notice of the arrival or dispatch of a canine team to a facility is at the discretion of the Canine Handler and/or Director of Security. Notice should be provided to the Warden or Deputy Warden sufficiently in advance of the arrival of a canine team to a facility.
- G. The canine handler will direct searches conducted by the canine.
 - 1. Appropriate care will be taken to ensure the canine's safety, as well as the safety of inmates, staff and public during the search.
 - a. Inmate personal property will not be intentionally damaged during searches.
 - b. An *Informational Report* will be prepared by the canine handler and forwarded to the Officer in Charge any time inmate property is damaged during a search.
 - 2. The canine handler is responsible for observing the canine during searches for any alert/indications.

- H. All approved procedures and directives involving the collection, processing and storage of confiscated contraband/evidence discovered during a canine search will be followed. An *Inmate Disciplinary Report* will be completed, as deemed appropriate. The chain of evidence will be maintained for all contraband recovered in accordance with best practices adopted by the DOC.
 - 1. Law enforcement will be contacted, as deemed appropriate by Special Security staff when illegal contraband is located.
 - 2. Canine teams may be called upon, with approval from the Secretary of Corrections and Warden, to provide mutual aid to outside agencies (DOC policy 1.3.B.3 *Mutual Assistance to Law Enforcement Agencies*). Mutual aid may be provided when circumstances exist that clearly dictate the need for immediate canine deployment, provided the canine and canine handler is trained and/or certified to complete the task
 - 3. Canine handlers are responsible for knowing the abilities and limitations of their assigned canine. The canine handler and/or Canine Commander shall inform the Secretary if the team cannot safely and legally perform the requested task(s). In such cases, the team should not be deployed to offer mutual aid.
- I. Institutional staff may accompany the canine handler when conducting searches of the facility, including inmate living quarters. When a canine alerts to the presence of contraband in an area that may result in disciplinary action against an inmate, the handler may request the assistance of institutional staff to positively identify the property and location of the contraband. Institutional staff will be designated to complete the *Disciplinary Incident Report*.
- J. Canine handlers must carry nasal Narcan while performing searches. Any possible exposure of the handler or canine must be immediately reported to the respective facility Health Services staff.

8. Barrier Panel No-Contact Screenings:

- A. Canine teams may be used to screen persons participating in visits at a DOC facility. The purpose of the screening is to detect drugs (drug interdiction). Notice of search by canines shall be posted in a location within or adjacent the visit room which is visible to the public.
- B. Canines will remain behind the approved barrier while screening persons in the visit room. A barrier may be a specially designed chair, screen or other physical object used to physically separate and prohibit physical contact between the person being screened and the canine.
 - 1. Canines will remain on leash and under the direct, physical supervision of the handler at all times when having access to visitors or inmates.
- C. If the canine alerts, the visitor must consent to search by DOC staff. Following search, the person may be required to pass by the barrier a second time. Law enforcement will be contacted if drugs or weapons are found on a visitor, or evidence exists that an identified visitor has placed drugs or weapons in the visit room or other area accessible to inmates.
- D. If a visitor refuses to consent to the staff search, the visit will be terminated, and the visitor shall be escorted from the institution. Visitors who fail to comply with the search will be denied future visits or terminated from the approved visitor list or placed on Class II visits.

- E. If the canine alerts while searching an inmate, the inmate is subject to a staff hand pat search, strip search and/or body scanner search before being permitted to continue the visit. If the inmate refuses to be searched, he/she will be placed on dry cell status. Inmates found with contraband in their possession before, during or after visits may have their visit terminated, future visits restricted and/or placed on Class II visits.
- F. DOC canines will be granted priority to complete their assigned search tasks when in the presence of a visitor's service canine.

9. Canine Bites or Other Injury:

- A. To minimize the possibility of a canine bite, canine handlers are responsible for informing the public on how to approach the canine and controlling any contact or interaction the public or inmates may have with the canine. No person shall touch or pet a canine, unless permitted by the canine handler.
- B. The canine handler shall not permit inmates or the public to agitate or tease the canine.
- C. The canine handler must report any bite or injury caused by the canine, on or off-duty, to the Canine Commander, Director of Security, and Warden.
- D. Whenever there is an injury or complaint of an injury related to the deployment or actions of the canine, the canine handler shall:
 - 1. Ensure anyone who needs or is requesting medical attention receives medical attention.
 - 2. Document the reported injury, including photographs of the injury.
 - 3. The canine shall be removed from the scene as soon as practical. The canine shall not be deployed for job duty until an investigation into the incident is complete.
 - 4. The canine handler will complete a detailed Incident Report within 48 hours and send this to the Canine Commander and Warden.
 - 5. Staff will complete a *Incident, Accident or Unsafe Condition Report* within seven (7) days of any injury caused by the canine/team, and forward the report to Risk Management and the Canine Commander. The same report is required anytime the canine is seriously injured or requires medical care as a result of injury or incident.
 - 6. After receipt of the report, the Canine Commander shall conduct an after-incident review of the incident and report the findings to the Director of Security. The Director of Security shall report the findings/incident to the Director of Prison Operations and Warden.

10. Canine Care:

- A. Canines shall not be used for breeding purposes. Female canines must be spayed as soon as possible upon being assigned to the DOC.
- B. Canine Handlers shall only use approved food and supplies for the care of the assigned canine. Canines shall be provided the proper amount of daily food consumption and exercise that ensures proper nutrition and health, so the canine stays fit, agile and muscular.
- C. Canine handlers are responsible for the care and handling of the canine on and off duty. This includes maintaining the canine in a healthy environment and ensuring proper feeding and

- watering of the canine, routine physical inspection, grooming, scheduling annual veterinary checkups, vaccinations and maintenance/replacement of canine supplies; such as leashes, collars, dishes, reward toys, kennels, brushes, etc.
- D. Canine handlers shall provide for the humane treatment of the canine and shall not neglect or misuse the canine at any time. Canines shall not be used in any manner inconsistent with training and deployment practices established by policy and directive. Willful or negligent misuse or improper handling of the canine will subject the handler to disciplinary action.
 - E. Unless otherwise authorized, all canines must have access to an appropriately constructed kennel at the handler's residence. Kennels must be cleaned daily. Vehicles and canine equipment shall be kept clean and sanitary.
 - F. DOC canines may be housed with personal canines owned by the canine handler. Proper precautions shall be applied by the handler to prevent adverse behaviors by either canine, i.e. fighting, breeding, escape from control of the canine handler or otherwise interfering with training, obedience or performance of duties of the DOC canine.
 - G. The canine shall be controlled by a leash, placed in a secure area (kennel, office, vehicle, pet porter, etc.), or otherwise under the control of the canine handler at all times. Handlers may be deemed responsible for adverse actions by their canine.
 - H. The handler's residence and kennel where the canine is kept is subject to periodic inspection by the Canine Commander.
 - I. The handler shall maintain yearly health and immunization records, to include vaccination for rabies, distemper and parvo. A copy of all veterinary records and bills shall be promptly provided to the Director of Security.
 - J. Each canine must receive a maintained, veterinarian-approved diet and a required medication schedule (e.g. heartworm pills, vitamins and any other medication prescribed).
 - K. If, at any time, the canine handler determines he/she is no longer able to properly provide for or handle the canine, the Canine Commander must be promptly notified.
 - L. The Canine Commander may reassign a specific canine to another handler, as deemed appropriate and/or necessary. Each canine handler must be matched and trained with the selected canine in order to ensure their utmost performance as a team.

11. Canine Retirement:

- A. Canines will be retired from the program and/or service when the canine:
 - 1. Is no longer needed for official purposes.
 - 2. Has a temperament incompatible with service guidelines/policy requirements for the type of work the canine is trained.
 - 3. Fails to pass certification.
 - 4. Can no longer perform the requirements for certification due to age, sickness, or injury.
- B. The Canine Commander shall determine when to retire a canine. At the Warden's discretion, the retired canine may be replaced.

- C. The canine's current handler shall be given first opportunity to adopt the retired canine. The disposition of a DOC canine shall be in accordance with South Dakota state statute governing the handling of state property.
- D. Handlers shall be permitted to purchase the retired canine for one dollar, which shall be deposited into the state general fund. Upon transfer of the canine and any approved equipment, the canine handler is required to sign a release form accepting all responsibilities for the canine and approved equipment.
- E. If it is necessary to find an owner for a canine other than the canine's handler, preference will be given to staff of the Department of Corrections. Upon transfer of the canine and any approved equipment, the staff member is required to sign a release form accepting all responsibilities for the canine and approved equipment.
- F. If recommended by a licensed veterinarian, an active duty canine determined to be medically unfit for service or unhealthy, may be retired, or euthanized by a licensed veterinarian.

V Related Directives:

SDCL § [23-3-35.4](#)

Administrative Rule of South Dakota, [2:01:13:01](#), [2:01:13:06.01](#) and [2:01:13:07](#).

DOC policy 1.1.C.1 -- [Staff Code of Ethics](#)

DOC policy 1.1.C.5 -- [Staff Dress and Grooming Standards](#)

DOC policy 1.3.B.3 -- [Mutual Assistance to Law Enforcement Agencies](#)

VI Revision Log:

May 2015: New Policy

May 2016: **Added** "Results of audits will be documented, recorded and available for inspection" in Section 1 C. 3. c. **Added** new Section 7.

June 2017: **Deleted** definition of "Indication", "Scent Memorization", "Search Patterns" and "Spin Hunts". **Deleted** E. in Section 2. **Added** 2. to Section 7 E.

October 2017: **Deleted** "Enhance public safety" and **Replaced** with "Provide a safer, more secure environment for staff, inmates and the public" in Section 1 B. **Deleted** "Director of Security" and **Replaced** with "Canine Commander" in Section 2 A. **Added** 7. to Section 2 B. **Added** 1. and 2. to Section 2 D. **Added** N. to Section 5. **Added** "This includes any bites by the canine" to Section 7 D. 1. b. **Added** "Canines may be deployed "off leash" when situations dictate, provided the canine is under direct supervision and control of the Canine Handler" to Section 7 B. **Added** Section 8.

January 2018: **Added** j. to Section 2 A. 3. **Added** D.-H. to Section 3. **Added** "when circumstances exist that clearly dictate the need for immediate canine deployment, provided the canine and/or canine team is trained and/or certified to complete the task" to Section 7 E. 2. **Added** 3. to Section 7 E. 2. **Added** Sections 9. 10. and 11. **Added** "to detect drugs (drug interdiction) and "Notice of search by canines shall be posted in a location within the visit room which is visible to the public or in a visible location adjacent to the visit room" to Section 8 A. **Added** "While screening persons in the visit room. A barrier may be a specially designed chair, screen or other physical barrier/object used to physically separate and prohibit any physical contact between the person being screened and the canine and **Deleted** "when visitors are present and at no time will the canine have direct physical contact with any visitor" and **Added** "Canines will remain on leash and under the direct, visual supervision of the handler at all times when having access to visitors or inmates" in Section 8 B.

May 2018: **Deleted** "shall" and **Replaced** with "may" in Section 6 A. **Added** "The Canine Commander will determine who will judge each certification. The Canine Instructor will be present at any certification" in Section 5 E.

May 2019: **Added** definition of “Contraband”. **Added** “Advance notice of the arrival or dispatch of a canine team to an institution or unit is at the discretion of the Canine Handler and or Director of Security. Staff should be briefed in advance by the OIC to limit radio communication involving the presence or whereabouts of the canine teams actively searching an institution” in Section 7 E.

Added F. to Section 8.

December 2019: **Added** C. to Section 1. **Added** “Handlers shall not register the canine with any society or organization without approval of the Canine Commander. Canines shall not be entered into any show or competition without prior approval from the Canine Commander” in Section 3 G.

Added H. to Section 3. **Added** “The DOC provides no assurance or guarantee that all costs or expenses associated with providing for a canine are covered or reimbursed by the DOC. The DOC reserves the right to hold the canine handler responsible for specified costs/expenses associated with care of the canine” in Section 6 A. **Added** I. to Section 7. **Added** “The same report is required anytime the canine is seriously injured or requires medical care as a result of injury or incident” in Section 9 D. 5. **Added** A. to Section 10. **Added** Canines shall be provided the proper amount of daily food consumption and exercise that ensures proper nutrition and health, so the canine stays fit, agile and muscular” to Section 10 B. **Added** D-L. in Section 10. **Added** “At the Warden’s discretion, the retired canine may be replaced” in Section 11 B. **Added** “The disposition of a DOC canine shall be in accordance with South Dakota state statute governing the handling of state property” in Section 11 C. **Added** D-F in Section 11.

June 2020: **Added** “Advance notice of the arrival or dispatch of a canine team to a facility is at the discretion of the Canine Handler and/or Director of Security. Notice should be provided to the Warden or Deputy Warden sufficiently in advance of the arrival of a canine team to a facility” in Section 7 F.

June 2021: **Added** “1. Canine handlers who will be on leave and unable to care for their canine due to travel or other circumstances, will notify the Canine Commander in advance with dates that the canine will be out of service, and the name of the boarding kennel or name of another DOC Canine handler who will be caring for the canine.” in Section 3. **Added** “Director of Security” to Section 9 C. **Deleted** “Report of Accident, Incident or Unsafe Condition” and **Replaced** with “Incident, Accident or Unsafe Condition Report” in Section 9 D 5.

Mike Leidholt (original signature on file)

Mike Leidholt, Secretary of Corrections

06/18/2021

Date

Attachment 1

8-Week Training Course

This 8-week training course is designed to take a canine with no prior training or certification to being certified. The timeframes may be shortened or extended depending on the skills of the canine handler and the canine's trainability.

Weekly Goals:

- Weeks 1 & 2** Scent memorization
Throws in open and into search areas (playing fetch)
- Weeks 3 & 4** Start with throws, work into beginning stages of indication work.
Hides that canine can see. Build up indication
Throws the K9 cannot see – Spin Hunts
Throws in harder to reach areas to build up confidence.
- Weeks 5 & 6** Start with beginning stages of indication
More frequent and longer lasting indication work – build up
Start beginning stages of search patterns – discretionary boxes, wooden wall
Begin transition away from odored toys and using real items in hides.
- Week 7** Search patterns – on and offline
Pure odor on hides
More searching scenarios
Prepare for test and turn in assignments
- Week 8** Work on areas where needed
Written test
Certification test
Graduation ceremony

Note: All toys that are used will have the odor of a target contraband item.

Attachment 2

**South Dakota Department of Corrections
Corrections Canine Team Certification**

Canine Team: _____

Date of Certification: _____ **Location:** _____

Judge: _____ **Witness:** _____

Odor #: _____

Detected: _____ Did not detect: _____ **Pass / Fail**

Notes / Comments: _____

Odor #: _____

Detected: _____ Did not detect: _____ **Pass / Fail**

Notes / Comments: _____

Odor #: _____

Detected: _____ Did not detect: _____ **Pass / Fail**

Notes / Comments: _____

Odor #: _____

Detected: _____ Did not detect: _____ **Pass / Fail**

Notes / Comments: _____

Odor 1: _____ **Quantity** _____ **Location of Hide:** _____

Odor 2: _____ **Quantity** _____ **Location of Hide:** _____

Odor 3: _____ **Quantity** _____ **Location of Hide:** _____

Odor 4: _____ **Quantity** _____ **Location of Hide:** _____

Odor 5: _____ **Quantity** _____ **Location of Hide:** _____

Odor 6: _____ **Quantity** _____ **Location of Hide:** _____

Odor 7: _____ **Quantity** _____ **Location of Hide:** _____

Odor 8: _____ **Quantity** _____ **Location of Hide:** _____

Odor 9: _____ **Quantity** _____ **Location of Hide:** _____

Odor 10: _____ **Quantity** _____ **Location of Hide:** _____