

Method of Entry (MOE) Equipment

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Policy Statement

Summary

Method of Entry (MOE) is a local and generic term used in conjunction with the deployment of suitably trained and competent police officers and police staff with allocated specialist equipment to effect forced entry to the outer fabric of a structure through which police officers, police staff or other emergency personnel can enter.

This policy outlines relevant responsibilities, information around storage and procurement of equipment and the policy around pre-planned and spontaneous MOE operations.

Scope

This policy applies to all police officers and police staff employed by the Chief Constable who utilise MOE equipment, and those who have a supervisory role of users and of MOE equipment.

Principles

General

- This policy is not intended as a standalone document and must be used in conjunction with other guiding principles such as any current risk assessments, Health and Safety documents and training guidelines.
 - This policy does not prevent individuals from forcing entry into premises in the immediate pursuit of offender(s) unlawfully at large or the immediate saving and protection of life.
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Responsibilities

All individuals

All individuals must:

- Use the NDM in the immediacy of the need to use force to gain entry to a building;
- Use MOE equipment in line with any information, instruction and training received;
- Check any MOE equipment before **and** after use;
- Report any faulty or damaged MOE equipment and ensure this is quarantined to inhibit use and prevent injury;
- Follow local procedures for storage, access and any documentary processes;
- Only use equipment which they are trained in the use of;

- Never modify or adapt any MOE equipment;
 - Report all accidents, injuries and near misses sustained during forced building entry. These will be subject to the Force injury on duty (IOD) reporting procedures; and
 - Ensure that accreditation in training is maintained.
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Managers

Managers are responsible for:

- Providing protected duty time to facilitate individuals in managing their responsibilities as above; and
 - Identifying appropriate SPOCs at each district/station to remain as conduit with Specialist Operations MOE Lead Trainer.
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District MOE SPOCs

District MOE SPOCs are responsible for:

- Structure and liaison with divisional MOE SPOCs where appropriate;
 - Identifying what MOE equipment is required at each station;
 - Storage provisions and accessibility of equipment;
 - Ensuring inappropriate equipment is not stored;
 - Sourcing of MOE equipment (including consumables items);
 - Maintaining inventories of equipment (including quantities, location etc.);
 - Auditing and inspection checks of MOE equipment as per workplace equipment policy protocols;
 - Setting up local systems and procedures for faulting and repairing of MOE equipment;
 - The service of specific MOE equipment, where relevant; and
 - Liaising with the Force Lead MOE Trainer at Specialist Operations.
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MOE Deployment Protocols

Principles

- District supervisors must provide MOE capable and equipped callsigns to Despatch teams at the commencement of their tour of duty.
- It is essential for districts to provide MOE capable resources on all patrol teams. Officers who are trained in MOE are responsible for taking MOE equipment on patrol with them at the commencement of duty, and MOE officers must highlight this capability to Despatch when booking on duty.
- If district resources are not available to deploy, consideration must be made to the request for other specialist resources that are suitably trained with MOE equipment.
- If Force resources are unable to meet the deployment need, assistance must be requested from West Yorkshire Fire and Rescue Service (WYFRS), with responses recorded accordingly.

MOE Equipment

Storage and access

MOE equipment must be stored in a suitable location, which is appropriate to the district/department requirements and allows access to individuals (if required). This includes:

- Dedicated MOE storeroom or other structure.
 - Accessible location within the building to aid movement of equipment to and from the store.
 - Restricted access to MOE trained staff and supervisors.
 - Booking in and out procedure for all equipment and recording details of vehicle used for transporting equipment.
 - Auditable booking in/out system to identify and aid location of any missing MOE equipment.
 - Method of reporting system to report and quarantine faulty equipment.
 - All MOE kit **must** be marked and identifiable to its specific location.
 - Auditable workplace equipment checks of MOE kit to be conducted on a regular basis as per work equipment policy protocols.
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Procurement

- Procurement of MOE equipment and consumables is the responsibility of the district/department requiring use of the equipment.
 - MOE equipment **must** only be purchased from approved suppliers.
 - Details of MOE equipment, consumables and suppliers are available from the Specialist Operations Training department.
 - New or alternative MOE equipment **must not** be purchased unless consultation has been made with Specialist Operations Training and the purchase has been approved. This is to ensure compliance with current MOE methodology and Health and Safety assessment.
 - Any additional equipment acquired must be with consultation with Specialist Operations Training to ensure its suitability and safety of use.
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Finance

- Financial costs of MOE equipment and its replacement will be chargeable to the district/department the MOE equipment is allocated.
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Personal Protective Equipment (PPE)

Principles

- All individuals engaged in the use of any MOE equipment **must** wear appropriate PPE in line with the current and existing MOE Generic Risk Assessment.

Pre-planned MOE Operations

Principles

- A risk assessment **must** be carried out prior to any pre-planned MOE operation.
 - Any decision not to complete a risk assessment (recce) **must** be recorded on the Operational Order for the operation with rationale.
 - Where possible, the recce must be conducted by the MOE team or a member of it.
 - Any person conducting a recce **must** be MOE trained and hold a current skill in MOE.
 - There **must** be a minimum of three MOE trained operatives to effect entry in a planned operation for each entry point.
 - The MOE operatives must not form part of the initial entry team to any building or structure.
 - Consideration must be given to utilising specialist MOE trained officers from Operational Support.
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Spontaneous MOE

Principles

- Individuals performing spontaneous MOE applications **must** conduct a dynamic risk assessment. This is to consider the threat and risk to themselves and others.
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Training

Principles

- Individuals **must** be trained in either BASIC or ADVANCED Method of Entry techniques, dependant on their current role.
 - Individuals **must** only use equipment that they are currently trained to use.
 - Individuals **must** attend refresher training.
 - Specialist MOE equipment (chainsaw, thermic lance and cut off saws) **must** only be used by police officers trained in their use and with valid competence in training.
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Additional Information

Compliance

This policy complies with the following legislation, policy and guidance:

- Health and Safety at Work Act 1974
 - Management of Health and Safety at Work Regulation 1999
 - Provision and Use of Work Equipment Regulations 1998
 - Work Equipment policy
 - Data Protection Act 2018
 - National Decision Model
 - Code of Ethics
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Further Information

Further guidance in relation to this policy can be sought from:

- Method of Entry training – Specialist Operations Training
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