

# EXECUTIVE ORDER



**DISTRICT OF COLUMBIA**

<b>Subject:</b> <b>Force Incident Report</b>
<b>Number</b> <b>EO-19-009</b>
<b>Effective Date</b> <b>December 31, 2019</b>
<b>Related To:</b> GO-RAR-901.07 (Use of Force) SO-06-06 [Instructions for Completing the Reportable Incident Form (RIF: PD Forms 901-g and 901-h)]. SO-10-14 [Instructions for Completing the Use of Force Incident Report (UFIR: PD Forms 901-e and 901-f)].

The purpose of this executive order is to announce that effective January 1, 2020, the force incident report (FIR) shall replace the PD Form 901e [Use of Force Incident Report (UFIR)] and the PD Form 901g [Reportable Incident Form (RIF)] in the Personnel Performance Management System (PPMS).

- I. The FIR shall be used to document all reportable uses of force and reportable force incidents. The FIR is a single report that replaces the UFIR and RIF.

NOTE: All reportable uses of force and reportable force incidents that occur prior to January 1, 2020 will be documented on the current UFIR or RIF.

- II. Members should use Internet Explorer when completing the FIR in PPMS. The following PPMS enhancements will appear in the FIR:
  - A. When a subject is arrested, the charging information will be automatically uploaded into the FIR provided that the RMS arrest report is complete. Members shall complete the arrest report in the records management system (RMS) prior to completing the FIR to ensure the transfer of complete information from RMS to PPMS.
  - B. An "Impairment" field provides the opportunity to list the subject's impairments, when applicable.
  - C. For reportable force incidents only, the watch commander reviewing the FIR will be prompted in the "Review" tab to complete the following fields:
    1. Was BWC reviewed?
    2. Reviewed by?
    3. Does it require further investigation?



Peter Newsham  
Chief of Police