



NEW JERSEY ATTORNEY GENERAL USE OF FORCE REPORTING PORTAL QUICK GUIDE



1. Log in to <https://bms.benchmarkonline.app> using your agency email address. You will create a password the first time you log in.

UPDATE BENCHMARK PROFILE EVERY TIME YOU LOG IN.

2. Create a New Report. **ALL FIELDS ARE REQUIRED.**
3. Submit report for supervisory review.

Fill out Use of Force Report in Benchmark only for incidents meeting the definitions as described in:

[Use of Force Reporting Portal Guide](https://www.nj.gov/oag/excellence/use-of-force-reporting-portal-guide.pdf)- <https://www.nj.gov/oag/excellence/use-of-force-reporting-portal-guide.pdf>

[Attorney General Use of Force Guidelines](https://www.nj.gov/oag/dcj/agguide/useofforce2001.pdf)- <https://www.nj.gov/oag/dcj/agguide/useofforce2001.pdf>

WHAT IS A REPORTABLE USE OF FORCE?

Physical Force Actions

- Used pressure points on
- Used take down on
- Used an active arm bar
- Used fists/punch
- Used legs/kicks
- Used head to strike
- Used arms to restrain
- Dragging resisting subject any distance
- Slamming a subject into a car or wall

Mechanical Force Actions

- Discharged Chemical at
- Struck
- Deployed canine for take down
- Canine bit (apprehension)
- Canine bit (spontaneous)

Enhanced Mechanical Actions

- Used CED on

Deadly Force Actions

- Discharged Firearm at

WHAT IS NOT A REPORTABLE USE OF FORCE?

Routine handcuffing

- Placing a suspect against a vehicle or using a vehicle to support subject

Constructive authority

- Displaying/pointing firearm/CED

Routine physical contact

- Rendering medical aid

- Assisting subject onto a stretcher

- Humane destruction of an animal

- Carrying subject (unintentional dead weight)

- Guiding subject (e.g., toward or into a police vehicle)

Every Officer who used force must complete a separate report.

Fill out the report for YOUR ACTIONS ONLY.

Only put OFFICER actions in the Officer Use of Force field on the Interactions Tab.

REPORTING USE OF FORCE IN BENCHMARK DOES NOT REPLACE CED OR DEADLY FORCE NOTIFICATION REPORTS.

QUESTIONS:

Technical

Forgot password? Click the link on the sign in page

support@benchmarkanalytics.com

1-888-40BENCH, option 2

Content

Agency Command Staff

Prosecutor's Office

force@njoag.gov