THURMONT POLICE DEPARTMENT

GENERAL ORDER	Date Issued: May 4, 2007	Effective Date: May 4, 2007	Order No: **Chapter 17 .0**
Authority: Chief of Police Gregory L. Eyler			Manual Page No:
Subject: Crime Analysis			Replaces Page No:
CALEA Standard: 15.3	Distribution: **ALL**	Amends:	Number of Pages: 5
Related Documents:			Rescinds:

This Directive is for internal use only, and other than as contraindicated here this Directive does not create or enlarge this Department's, governmental entity's, any of this Department's officers, and/or any other entities' civil, criminal, and/or other accountability in any way. This Directive is not to be construed as the creation of a standard of safety or care in any sense, with respect to any complaint, demand for settlement, or any other form of grievance, litigation, and/or other action. Deviations from this Directive, if substantiated, can only form the basis for intra-Departmental administrative action(s) (including discipline and/or termination).

I. PURPOSE:

To outline the procedure by which useful crime and incident information will be made available to departmental personnel.

II. POLICY:

It shall be the policy of the Thurmont Police Department to examine crime, arrest, and calls for service data on a regular basis, and to distribute this information to its personnel to assist them in their problem solving and crime reduction efforts.

III. DEFINITIONS:

COMMUNITY/NEIGHBORHOOD WORKUP: the crime/calls for service data given to the public by the Department at community meetings or in response to perceptions/concerns/questions about criminal activity occurring in a specific geographical location.

CRIME PATTERN: the occurrence of a similar or related criminal activity in a defined geographic area. It is a "cluster" of related activity.

CRIME SERIES: a crime pattern – perceived to be the responsibility of the same suspect(s).

STRATEGIC ANALYSIS: refers to a comprehensive, detailed overview of a problem that may require long-term commitment to resolve. Strategic Analysis may include demographic, geographical, economic, and/or social data as well as crime/incident data.

TACTICAL ANALYSIS: identifies specific, on-going criminal or related problems to promote a quick, effective response – either to apprehend the suspect(s) or to stop – criminal activity. Tactical Analysis results in a tactical action plan that is an organized, directed, timely response to a specific, identified problem.

IV. PROCEDURE:

A. Crime analysis is a shared responsibility. The Department does not have a Crime Analyst to handle this function on a daily basis. Responsibilities for carrying out crime analysis activities are jointly shared by patrol officers, supervisory and command personnel. The Deputy Chief of Police will have the overall responsibility for the crime analysis function.

B. Crime Analysis responsibilities include the collection, collation, and analysis of crime data received by the Department to aid personnel in meeting their tactical crime control and prevention objectives by:

1. Identifying and analyzing the methods of operation of individual criminals.

2. Providing crime pattern recognition

3. Providing analysis of data from field interrogations and arrests.

C. Information developed through the crime analysis process can be more appropriately used by this agency in its long-range planning efforts by providing estimates of future crime trends and assisting in the identification of enforcement priorities.

D. Collection of Crime Data will be from the following sources:

1. Offense reports

2. Investigative reports

3. Arrest reports

4. Field interrogations

5. Monthly statistical reports

      6. Intelligence reports from allied agencies

      7. Citizen's input

      8. the I-LEADS RMS report retrieval system

      9. the Computer Assisted Dispatch System (CAD)

E. The following factors will be considered for inclusion in the analysis of any criminal activity:

      1. frequency factors,

      2. geographic factors, including location and type of location,

      3. temporal factors, including month of year, day of week, and time of day,

      4. victim and/or target description,

      5. suspect vehicle descriptions (if available), including make, model, color, and tag number,

      6. modus operandi,

      7. physical evidence descriptions, and

      8. suspect descriptions (if available), including identity (if known), age, sex, race.

F. Analyzed crime information will be disseminated to all Department personnel on a monthly basis. Specific timely information will be disseminated as needed or upon request.

G. Distribution of Information to Outside Agencies:

      1. Information developed through crime analysis may be released to allied agencies after review and approval by the Deputy Chief of Police.

H. Public Dissemination of Crime/Incident Information, Analytical Reports and Computer Generated Maps:

1. The dissemination and/or publication of crime/incident/calls for service information, analytical reports and computer-generated maps to the public may be helpful to the Department and community. Such reports, if clear and thoroughly explained, can allay fears or preconceived misperceptions about crime, its frequency of occurrence and/or its prevalence in a given neighborhood. Likewise, the indiscriminate dissemination of crime/incident data may hamper police operations if information is not thoroughly or correctly explained.

2. Personnel shall, therefore, carefully consider the impact on the Department's operation before releasing crime/incident data during community meetings or during public discussions. Prior to using this information during any public presentation, Department personnel will ensure that they thoroughly understand the data, and are able to articulate it properly. Supervisors are to ensure that they review the data and its explanation with officer prior to any public presentation.

3. Requests by the public for printed copies of specific crime/incident/calls for service data, will be handled as public information requests in accordance with established procedures.

I. Computer Generated Mapping:

1. On requests, computer generated maps may be made for robberies, vehicle thefts, residential burglaries, non-residential burglaries, drug and prostitution calls and arrests, and crimes that involve firearms. Additional types of maps will be approved by the Deputy Chief of Police. These maps will be distributed to affected personnel.

ATTACHMENTS:

DOCUMENT DATES:

Amended Date:

Review Date:

Review Date:

Rescinds:

Order Written by: Chief of Police
Order Edited and Approved by: Chief of Police

CALEA Standards included in this Order
Chapter 15.3