

Field Interviews

Index Code: 1606

Effective Date: 09/15/03

I. Purpose

The purpose of this policy is to establish guidelines for deputies conducting field interviews.

II. Policy

It is the policy of the Queen Anne's County Sheriff's Office to conduct field interviews as a tool for gathering information on suspicious persons and/or situations, for the purpose of preventing crime and developing leads on crime patterns and criminal activity. Interviews will be conducted in a professional manner, minimizing any potential adverse reactions by the citizens being interviewed, and with due regard for their constitutional rights

III. Procedures

A. Field Interview Circumstances

Although not limited to the following situations, field interviews may be conducted under the following circumstances:

1. Documentation of those circumstances when deputies find subjects in situations that are suspicious by time of day, location, behavior, etc., but no probable cause for an arrest exists.
2. Recording information on subjects who were in the company of persons arrested, but no probable cause existed for those subjects to be arrested.
3. Recording information on juveniles for very minor offenses when no arrest is made.
4. Documentation of circumstances, to include subjects, vehicles, and/or other items of potential interest, when a crime has occurred but no probable cause for an arrest exists at that time.

B. Recording the Field Contact

The ICIS Records Management System will be utilized for documenting all field interviews. Only those portions of the Offense Module applicable to the field interrogation need be

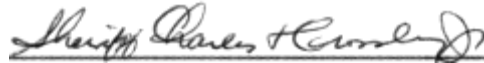
completed, however, the narrative portion must indicate the reason for and result of the interview.

C. Distribution

Field Interview Reports will be submitted for review by patrol supervisors before distribution. The original report will be placed in a case file, and a copy of the report sent to the Criminal Investigation Division.

D. Purging of Records

The Criminal Investigation Division will retain a copy of the Field Interview Report for a minimum of thirty days. After thirty days, the Commander of the Criminal Investigation may dispose of their copy if the information is not considered pertinent. The original report will remain in the case file.



Sheriff Charles F. Crossley, Jr.