

Peoria Police Department Policy and Procedure Manual

Policy 4.21 Street Crimes Unit



**“Our Community...
Our Commitment”**

I. POLICY

It is the policy of the Peoria Police Department to provide for administrative and operational programs that will result in efficient and effective covert criminal investigations for violations of the Controlled Substance, Organized Crime, Theft, and Prostitution statutes all of which have direct impact upon the citizens of the City of Peoria. The following procedures do not direct investigative functions in each specific crime area, but rather address those elements common to every investigation, whether conducted by uniformed officers or officers assigned to a specialized investigative component of the Peoria Police Department.

II. PROCEDURES

A. Organization and Administration

1. The Street Crimes Unit (SCU) has the primary responsibility to investigate criminal activity in a covert manner and focus on criminal activity that directly effects the citizens of Peoria such as Narcotics, Theft and Burglary, Fugitives from Justice, Vice Crimes, and Gang Related crimes. Activities designed to fulfill this responsibility include but are not limited to: (11.1.1)

a. Obtaining and reviewing cases related to the mission of SCU and to determine if further investigation is warranted.

b. Deployment into covert actions designed to apprehend offenders engaged in repeated, organized, and/or patterned offenses.

c. Investigation into the use or sale, or transfer of illegal drugs.

d. Reduce property related crimes and recover stolen property.

e. Apprehend fugitives from justice.

f. Enforce vice and prostitution related laws.

g. Prevent, deter, and control, organized criminal gang activity through intelligence gathering, coordination with the Peoria Police Department Intelligence Analyst and law enforcement action.

h. The normal duty hours for SCU are 9am – 7pm, Tuesday - Friday.

2. CIB Lieutenant Responsibilities: The CIB Lieutenant shall be responsible for the overall management of SCU, including: (11.1.1)

a. Bureau budget preparation and approval of expenditures.

b. Supervision of the SCU Sergeant.

c. Prioritization of the active cases worked in the Unit.

3. SCU Sergeant Responsibilities: The SCU Sergeant shall be responsible for: (11.1.1)

a. The immediate supervision of investigators assigned to SCU other than those on detached assignment from SCU.

b. Utilizing the Case Management program to assign and monitor cases.

c. Ensuring that equipment assigned to SCU is maintained in good operational condition and that all investigators have the skills to properly use the equipment.

d. Coordinating meetings with CIB detectives and area investigators to aid in the apprehension of offenders.

e. Maintenance, security, and issuance of funds from the confidential funds account.

f. Coordinating and working directly with the CIB Sergeants in identifying, locating, surveilling and apprehending criminal offenders.

g. Ensuring the safe and proper clean-up of clandestine laboratory locations.

B. Supervising the Intelligence Analysts assigned through AZANG.

1. Investigators are those officers assigned to SCU for the purpose of investigating street level and criminal offenses, gang activity, controlled substance violations, apprehending offenders, recovering stolen property, and seeking prosecution. Officers may be assigned to SCU from any Peoria Police Departmental component based upon expertise and ability to perform the job tasks in accordance with Peoria Police Department policy, these types of assignments can be made only by the Chief of Police. Investigators shall be responsible for:

a. Investigating assigned cases to the fullest extent possible.

b. Making Monthly unit reports which reflect case activity, including cases assigned, case terminations, arrests made, and drugs recovered.

c. Complying with the Case Management program in retaining cases for investigation and due dates on documentation.

C. Crime Scene Management

1. Crime scene management outlined in the Criminal Investigation policy, section 4.02 (B), will apply to

any and all investigations, when an investigator of the Street Crimes Unit respond to complete or assume a crime scene.

2. Call-Out Procedures: The following call-out procedures shall be used by the on-duty patrol supervisor in charge of the scene:

a. It shall be the determination of the on-duty patrol supervisor in charge of the scene as to whether an SCU investigator is needed at the scene.

b. If an SCU investigator is needed, the on-duty patrol supervisor shall contact the SCU Sergeant.

D. Case Assignment and Reporting (See Section 4.02.C)

E. SCU Investigations (See Section 4.02.E)

1. Use of Surveillance and Undercover Equipment (43.1.4)

a. The Property Sergeant will authorize all use of surveillance and undercover equipment, to include, but not limited to, covert listening devices, night vision equipment, surveillance cameras, and the VARDA Alarm System. (43.1.5)

b. The Property Sergeant will establish a system of controls to prevent the unauthorized use and loss of equipment, through the use of a sign-out, sign-in log.

c. Surveillance and undercover equipment assigned to the Peoria Police Department may be loaned to other agencies, only upon authorization by the Special Services Division Deputy Chief..

2. Non-drug related Criminal or intelligence activity received from citizens, officers, or other agencies shall be forwarded to the Criminal Intelligence Analyst for recording into the Intelligence Files. While conducting surveillance or an undercover investigation, the SCU Sergeant will have means for providing back-up security, perimeter protection, and relief officers on an as available/needed basis. (43.1.5)

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