

WINTER HAVEN POLICE DEPARTMENT

GENERAL ORDER 15.1

CRIME ANALYSIS

ACCREDITATION STANDARDS: CALEA – 15.3.1

EFFECTIVE DATE: June 8, 1995

RESCINDS: G.O. 15.1, June 28, 2012 and all applicable Amended/Temporary Orders prior to January 5, 2018

LAST REVISED DATE: January 5, 2018

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This general order contains the following numbered sections:

- I.** Crime Analysis Unit
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POLICY

It shall be the policy of the Winter Haven Police Department to assimilate and utilize crime analysis data as a tool to identify and reduce criminal activity to assist in resource allocation and prioritize strategic objectives.

PURPOSE

The purpose of this order is to define and outline the guidelines for the collection of data used to support management and operations.

SCOPE

This order shall apply to all Department members.

DISCUSSION

Data should be collected, analyzed, assembled and regularly made available to officers and detectives. The information provided should benefit in the development of daily operational and tactical plans as well as strategic planning as it relates to crime trends, agency resource allocation and crime prevention.

PROCEDURE

I. Crime Analysis Unit

- A.** Crime Analysis is a component within the Investigative Services Bureau. The Crime Analyst, in conjunction with the Special Investigations Sergeant, will be responsible for the compiling and distributing crime analysis reports.
- B.** Crime Analysis is responsible for identifying temporal and geographic factors associated with specific crimes or crime patterns. An analysis of information concerning specific targeted situations shall be included in the report. Identified crimes and related factors will be distributed to appropriate operational personnel by the Crime Analyst. (CALEA 15.3.1b)
- C.** The Crime Analysis Unit shall be responsible for, but not be limited to the following:
 - 1.** Identifying similarities among offenses and document patterns and trends in the characteristics of current crime problems by location, type, and day of the week.
 - 2.** Aiding in identifying known suspects.
 - 3.** Aiding in the gathering of data for specific crimes that may involve a suspect or an offender.
 - 4.** Aiding in the comparison of specific crimes to those committed by subjects in custody.
 - 5.** Identifying and analyzing methods of operations of individual criminals, provide crime pattern recognition, and analyze data derived from field interrogations and arrests.
 - 6.** Building and maintaining databases for crime analysis data.
 - 7.** Research and distribution of relevant intelligence.
 - 8.** Compiles and disseminates statistical data, analytical data and other reports as deemed necessary.
- D.** Crime analysis shall utilize, but not be limited to the following sources: (CALEA 15.3.1a)
 - 1.** Offense reports;
 - 2.** Follow-up supplemental reports;
 - 3.** Arrest affidavits;

4. Field interrogation reports;
5. Intelligence reports; and
6. Other agencies, and outside resources.

II. Crime Analysis Reports: Crime analysis reports will be used to develop operational tactics, crime suppression strategies and specialized deployment. They shall also be utilized to determine developing crime patterns or trends and the identification of potential and actual police hazards. These reports should also identify similarities among different offenses and identify commonalities and patterns in current crime; assist in identifying suspects; and, identify specific crimes of suspects in custody.

A. Crime analysis reports shall include, at a minimum, the following factors:

1. Frequency by type of crime;
2. Geographic factors;
3. Temporal factors;
4. Victim and target descriptors;
5. Suspect descriptors;
6. Suspect vehicle descriptors;
7. Modus operandi factors;
8. Physical evidence information, and
9. Problem oriented or Community Policing strategies

III. Dissemination of Crime Analysis Information:

- A.** The Crime Analyst shall forward all crime analysis reports outlining crime patterns and trends, to the appropriate personnel in a timely manner. (CALEA 15.3.1b)
- B.** The Crime Analyst shall forward all crime analysis reports outlining crime patterns and trends, to the Chief of Police. (CALEA 15.3.1c)
- C.** The Chief of Police, or designee, shall disseminate crime information to enhance public information and generate public support.
- D.** Intelligence/Alert Bulletins may be disseminated to officers and other criminal justice agencies on a need-to-know basis. These bulletins may contain photos

and composite information of crime suspects. They may also contain additional intelligence information necessary for the enforcement function.

- IV. Effectiveness of Crime Analysis:** By January 31 of each year, the Investigative Services Bureau Commander shall conduct an assessment of the effectiveness and utilization of the crime analysis function. Such an assessment is intended to solicit feedback from operational components in order to evaluate and identify improvements that can be implemented to the crime analysis function.

APPROVED 

Charles E. Bird
CHIEF OF POLICE