

## **DIRECTIVE 40.1 CRIME ANALYSIS**

<b>Issue Date: 06/04/2025</b>	<b>By Order of Chief of Police</b>
<b>Rescinds: (Issue 03/31/2020)</b>	<b>CALEA Standards Referenced: 40.1.1</b>
<b>Pages: 2</b>	

**This directive consists of the following sections:**

### **[40.1.1 Crime Analysis Procedures](#)**

#### **POLICY & PROCEDURE**

Crime analysis will be used to enhance management decisions relative to resource allocation and to prioritize objectives for the department. Information developed through the crime analysis process can be used by this department in its long-range planning efforts by providing estimates of future crime trends and assisting in the identification of enforcement priorities. The data may also assist in the planning for strategic and tactical response efforts. Crime analysis reporting will be the responsibility of the Investigations Supervisor, who shall be responsible for the collection, collation, analysis and dissemination of crime data received by the Department. The Investigations Division Supervisor shall be responsible for the dissemination of pertinent information to any persons or units of the department to which the information is required or needed.

### **40.1.1 Crime Analysis Procedures**

#### **Source Documentation & Evaluation of Data**

The collection of crime analysis data will be from the following sources:

- Offense reports/Incident reports
- Daily Activity reports;
- Monthly Statistical reports;
- Intelligence reports from within and outside of the agency;
- Crime Prevention & Community Policing contacts;
- Electronic and/or Social Media;
- Electronic Bulletin Board.

The Investigations Division Supervisor or his designee will review and check for accuracy all information received from source documentation and prepare crime analysis reports as needed to address tactical crime control and prevention objectives of the agency. Analysis of the data shall include:

- Identification and comparison of incident characteristics with similar reported data;
- Identification of developing crime patterns or trends.

Factors that may be considered in crime analysis are:

- Frequency by type of crime;
- Geographical factors;
- Temporal factors;
- Victim/Target descriptors;
- Suspect/Vehicle descriptors;
- Modus Operandi factors;
- Physical evidence information.

#### *Dissemination of Analysis*

Crime analysis reports will be disseminated to department personnel on an as needed basis.

Information that is relevant to the operational and tactical plans of any division will be immediately distributed to all personnel within that division.

Information that is relevant to the development of the department's strategic plans will be provided to the appropriate personnel.

Information developed through crime analysis may be released to law enforcement agencies outside this department upon the approval of the Chief of Police or designee.

Crime analysis information may be released to media representatives as approved by the Chief of Police or designee within established public information policies.

#### *Briefing Chief of Police*

The Investigations Division Supervisor will brief the Chief of Police through staff meetings, oral summaries or written documentation when a report of crime patterns or trends are identified, and an analysis is being conducted.