



Approved:
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Subject:

231. Crime and Disaster Scene Integrity

Effective:
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CALEA Standards: 41.2.4, 83.2.4, 83.2.6

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Revised:
January 5, 2021

231.1: PURPOSE AND SCOPE

The purpose of this policy is to provide guidance in handling a major crime or disaster scene.

231.2: POLICY

It is the policy of the Albany Police Department to secure crime or disaster scenes so that evidence is preserved, and to identify and mitigate the dangers associated with a major crime or disaster scene for the safety of the community and those required to enter or work near the scene.

231.3: SCENE RESPONSIBILITY

- a. The first officer at the scene of a crime or major incident is generally responsible for the immediate safety of the public and preservation of the scene.
- b. Officers shall also consider officer safety and the safety of those persons entering and exiting the area, including those rendering medical aid to any injured parties.
- c. Once an officer has assumed or has been assigned to maintain the integrity and security of the crime or disaster scene, that officer shall maintain the crime or disaster scene until they are properly relieved by a supervisor or other designated person.

231.4: FIRST RESPONDER CONSIDERATIONS

First responders to crime and disaster scenes should consider the following actions as part of their initial response:

- a. Broadcast emergency information, including requests for additional assistance and resources;
- b. Provide for the general safety of those within the immediate area by mitigating, reducing, or eliminating threats or dangers;
- c. Locate or identify suspects and determine whether dangerous suspects are still within the area;

- d. Provide first aid to injured parties if it can be done safely;
- e. Evacuate the location safely as required or appropriate;
- f. Secure the inner perimeter;
- g. Protect items of apparent evidentiary value;
- h. Secure an outer perimeter;
- i. Identify potential witnesses;
- j. Start a chronological log noting critical times and personnel allowed access.

231.5: SEARCHES

- a. Upon initial response to a scene, officers may encounter exigent circumstances which require them to search for and render aid to victims, and to determine if suspects are present and continue to pose a threat.
- b. Once exigent circumstances cease to exist, officers should secure the scene and conduct no further search until additional or alternate authority for the search is obtained, such as consent or a search warrant.

231.5.1: CONSENT

- a. When possible, officers should seek written consent to search properties from authorized individuals.
- b. In cases of serious crimes or major investigations, it may also be prudent to obtain a search warrant, even though consent may have been granted.

231.6: OPERATIONS DIVISION CAPTAIN RESPONSIBILITIES

The Operations Division Captain is responsible for:

- a. Ensuring reasonable access to qualified personnel, equipment, and supplies for processing crime scenes;
- b. Establishing procedures for collecting, processing, and preserving physical evidence in the field;
- c. Establishing procedures for photographing, video-recording, and other imaging used to collect and preserve evidence;
- d. Establishing procedures for processing, developing, lifting, and labeling fingerprints;

- e. Establishing procedures for the safe collection, storage, transportation and submission of biological and other evidence for DNA testing and evaluation.

231.7: EXECUTION OF HEALTH ORDERS

Any sworn member of this department, to the extent resources are available, must assist the Public Health Director or the local public health administrator in enforcing order issued under [ORS 433.121, 433.123 and 433.142](#). ([ORS 433.138](#))

231.8: CRIME SCENE REPORTING

- a. An accurate record of events that transpire at the scene of a crime in connection with the investigation is required for prosecution and at the time of trial. It is the responsibility of the investigating officer who processes the crime scene to submit detailed reports describing the sequence of events associated with a crime scene investigation as related to the gathering of evidence.
- b. Reports from any specialists called to the scene shall be attached to the original incident report.