

	BRIDGEPORT POLICE DEPARTMENT POLICY AND PROCEDURE GENERAL ORDER	Distribution ALL PERSONNEL	General Order Number 6.13
		Original Issue Date 11/19/19	Reissue/Effective Date 12/21/22
Order Title: CRIME PREVENTION		Accreditation Standard: POSTC: 3.3.26; 3.4.9, 3.4.10; 3.4.19	Section 6
		Section Title INVESTIGATIVE FUNCTIONS	
Rescinds: 3.5.2		Roderick Porter, Chief of Police	

This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting

I. PURPOSE

The purpose of this policy is to establish a written directive that describes the Bridgeport Police Department's policies and procedures related to crime prevention functions and activities.

II. POLICY

It is the policy of the Bridgeport Police Department to be committed to the crime prevention function, and the principle that these activities integrate the ideals found in various community crime prevention strategies for building community relationships. The prevention and suppression of crime are responsibilities shared by the community and law enforcement. Because educated and informed citizens are the vanguard against criminal activity, crime prevention activities are one of the means for police departments to strengthen community partnerships when formulating community policing strategies.

III. PROCEDURE

A. Crime Prevention Function

1. Introduction

- a. The Department is committed to the development, implementation, and perpetuation of comprehensive, pro-active programs and procedures, which anticipate, recognize, and initiate actions to remove or reduce crime risks. Preventing crime demands an integrated, coordinate department response. Therefore, all supervisors, officers, and civilian employees are responsible for assisting in the achievement

of the Department's crime prevention goals.

- b. Crime prevention duties consist of speaking to various groups on crime prevention methods, distributing crime prevention literature, staffing information booths, alerting victims on how best to avoid future victimization, developing crime prevention materials for use by the media, developing or maintaining liaison with neighborhood groups. Beyond this, the Department is committed to developing partnerships and resources within the community to build problem-solving coalitions, to instill a sense of mutual responsibility for enhancing public safety, and to increase the community's capacity to resolve issues related to crime and the fear of crime.
- c. The Department's crime prevention activities are developed based on data reflective of community input and indicative of the types of crime problems that pose the greatest concern and threat to the community. It is also based upon where criminal activity is most prevalent geographically. Crime prevention programs and initiatives are evaluated periodically to determine whether they have been effective in achieving stated goals.

2. Personnel

- a. The Department has a full-time staff dedicated to a full-time assignment as a crime prevention officer and/or unit. The Community Services Division is assigned the primary functional responsibility for all crime prevention activities through the Department, including the planning, coordinating, implementing, and reporting of crime prevention activities.
- b. Although the Department may designate crime prevention practitioners, who will act as liaisons between the Department and the citizens of the community it serves, it should be understood that all members and components of the Department are responsible for enhancing the quality of life of the City's constituency; implementing the tenets of the Department's crime prevention, Community-Policing, and Problem-Solving strategies; and for achieving Department crime prevention goals.

3. Community Support and Liason

- a. Department members will establish and maintain liaisons with formal community organizations and other community groups through Crime Watch, civic groups homeowner's associations, and business organizations. The Department may designate crime prevention practitioners to actively participate in crime prevention associations,

maintain a liaison with the citizens of the community. Crime prevention practitioners will be actively involved in the following:

- 1) Establishing community groups
- 2) Developing community involvement policies for the Department
- 3) Publicizing agency objectives, problems, and successes
- 4) Improving agency practices related to police-community relations
- 5) Coordinate safety training classes

B. Specific Targets of Crime Prevention Programs and Activities

In addition to Crime Prevention programs and activities of a general basis, programs and activities shall also be created to accomplish the following:

1. Crime Prevention Activities by Crime Type and Geographic Area

The Department promotes and provides prevention programs for all its citizens, proprietors, and more specifically in areas targeted for such activity. Crime Analysis Unit will obtain crime data, offense patterns, trends, and other quality of life issues, by type and area, in the City on a monthly basis from police reports and the community. According to this analysis, specific crime prevention programs and activities will be developed that will target the identified crime types and areas, with emphasis on the most serious offenses.

C. Programs to Address Perceptions or Misperceptions of Crime

1. General

- a. The Department shall develop, implement, and promote programs and presentations that are designed to address the community's perceptions or misperceptions of crime. These programs should include information on the fear of crime versus the reality of crime; dispelling rumor versus the facts relating to crime; and discussions about criminals and crime prevention methods that have been proven to be successful.

2. Crime Prevention Programs

- a. The Department will implement whatever crime prevention programs it or its constituents deem necessary to reduce victimization and/or lead to the recovery of stolen property. Crime prevention programs will include, but not be limited to, security surveys, educational presentations, and the dissemination of information and crime prevention tips. The Bridgeport Police Department's Crime Prevention

Programs include, but are not limited to, the following:

- Neighborhood Watch Program
- Business Watch Program
- Vacation House Check Program
- Seat Belt and Child Safety Seat Programs
- D.A.R.E.
- Active Aggressor training
- School Resource Programs
- Bicycle Registration Program (Assisting Youth Agency)
- Security surveys of residences and businesses in order to improve the security of those buildings, as authorized by the Chief of Police
- Citizen Ride-a-long Programs
- Operation I.D. Program
- Target Hardening
- Other programs as authorized by the Chief of Police

- b. The Department will maintain brochures and/or information describing these programs for the community and officers/employees. The Community Services Commander or designee, will periodically review these programs with the officers and/or employees of the Department.

3. Crime Prevention Activities

In addition to the above programs, employees are required to participate in crime prevention activities, including the following:

- a. Assist in the organization of Neighborhood Watch Groups and maintain liaison with organized community crime prevention groups, as well as, any other interested community organizations
- b. Assist in the development and dissemination of crime analysis and operation analysis reports
- c. Assist in the preparation and production of materials related to crime prevention, personal safety, and other law enforcement issues for distribution to individuals, community groups, and businesses. As necessary, these materials should address the community's perceptions or misconceptions of crime
- d. Prepare monthly reports on the programs and activities of the crime prevention function
- e. Inform the public about methods to reduce the opportunity for crime occurrence

- f. Assist in the preparation of in-service training on crime prevention theory, strategies, and techniques for department personnel
- g. Set up booths at community functions to inform residents about the department and its crime prevention efforts
- h. Assist in the organization of the business watch groups and maintain liaison with business groups and organizations
- i. Proactively promote public trust by initiating positive, non-enforcement activities to engage communities that typically have high rates of investigative and enforcement involvement with law enforcement.
- j. Participate in any related program, project, or activity, as directed by the Chief of Police
- k. Ensuring that street lights are operational, and or request better streety lights

4. Specific Crime Prevention Programs

a. Neighborhood Watch Program:

The Neighborhood Watch Program is designed to have citizens share the responsibility for crime prevention in their own neighborhoods. Although the focus of Neighborhood Watch is burglary reduction, it has been found to be effective in reducing all types of crime. The concept suggests citizens take security and environmental measures to prevent crime in their neighborhood. Citizens should be instructed to call the police to report any suspicious, unusual activity or a crime in progress. All officers are encouraged to promote the Neighborhood Watch Program to the citizens they come in contact with, and these citizens should be provided further information and brochures to set up a meeting in their neighborhood.

b. Neighborhood Contact Program:

Officers will attend neighborhood and community meetings and be prepared to discuss area problems with concerned residents. Officers will be prepared to share crime pattern information and will be prepared to respond to questions. Information on crime trends and other statistical information are available from the Crime Analysis Unit.

c. Ride-Along Program:

The Citizen Observer Program is a ride-a-long program that allows adult citizens to accompany on-duty patrol officers during regular shifts. Only the Department may grant the privilege of riding as an observer. Persons with police records or with claims or litigation pending against the City may be refused the privilege. Citizens desiring to observe shall be referred to a Shift Commander to make the arrangements. Any person may be denied permission to ride or may be removed from a ride-along if that person's presence may be detrimental or hazardous. Any person requesting to observe shall complete and sign a *Waiver of Liability Form*, which shall be maintained by Patrol and Records Division. The forms are available in the Department computer system. A request shall be sent to the Patrol Division Lieutenant, who will perform an in-house records check, approve the request, and assign an officer.

d. Police Department Facility Tours And Speakers Program:

Upon request of a local community group, business, school, citizen, etc., the Chief of Police or designee will conduct tours of the police department facilities. Upon request of a local community group, business, school, citizen, etc., to the Chief of Police or designee, an employee may make a public presentation or speak on a crime-related topic, including, but not limited to:

- Crime prevention for the elderly or disabled
- Shoplifting
- Vandalism
- Robbery
- Babysitting
- Personal safety
- Residential or business security
- Any other programs authorized by the Chief of Police

5. Evaluation of Crime Prevention Programs

Annually, the Community Services Division Commander, or designee, will evaluate the effectiveness of crime prevention programs and forward a written report of his/her findings to the Chief of Police by April 30th.

D. Organizing Crime Prevention Groups

1. The department recognizes that crime prevention groups, neighborhood associations, and community storefronts can form the nucleus for many

Neighborhood and Business Watch Programs that are part of a comprehensive crime prevention effort. As such, the Supervisors, and designees, will make every effort to organize, maintain and encourage the development of new groups within each neighborhood, shopping area, business area, or upon the request of any citizen or business owner.

2. A Neighborhood Watch Area should consist of neighbors from a designated area and may function/operate as follows:
 - a. The placement of special signs area designating the area as a Neighborhood Watch area
 - b. The group will function under the leadership of a citizen, designated as Neighborhood Watch Coordinator, or “Captain,” who will act, with guidance of an area police officer, trained in Community-Policing / Problem-Solving skills.
 - c. Identify Business and Residences within the designated block watch areas that have active surveillance cameras, compile a detailed list of camera locations, contact information and forward to the Fusion Center
3. The overall goal of the group is to reduce neighborhood crime in cooperation with the department, specifically area police officers and their Supervisors, who will coordinate these efforts and work with representatives of interested groups in arranging meetings and distributing watch publications/literature.

E. Interpreters

1. When feasible a member of this Department will be utilized as a foreign language translator prior to requesting assistance from a civilian volunteer.
2. The Patrol Division or Emergency Operations Center will maintain an up-to-date list of foreign language specialists that may assist as interpreters for police matters. A copy of this list will remain in CAD. Approval from a supervisor must be obtained prior to contacting a civilian foreign language specialist for assistance.
3. When use of specialists for hearing impaired persons is required, members of the Department shall abide by the provisions of C.G.S. § 46a-33.

E. Citizen Survey

1. The Crime Prevention Function, at the direction of the Chief of Police, shall be responsible for conducting a survey of citizen attitudes and opinions at least once every three years.

2. The survey shall contain questions which shall attempt to elicit the following information about Bridgeport Department from survey participants:
 - a. Overall agency performance;
 - b. Overall competence of agency employees;
 - c. Officers' attitudes and behavior towards citizens;
 - d. Community Concerns over safety and security within the agency's service area as a whole;
 - e. Other issues which the Chief of Police would like to seek information and/or opinions; and
 - f. Recommendations and suggestions for improvements.
3. Results of the survey shall be forwarded to the Chief of Police.
4. The Chief of Police, or designee shall determine the method for conducting the survey which may include, mail, in person, telephone or other means.
5. The survey may be conducted by agency personnel or outside personnel at the discretion of the Chief of Police, or designee.
6. The Chief of Police, or designee, shall determine the manner in which the results shall be shared/distributed.