

	STANDARD OPERATING PROCEDURE <small>State Form 39870(R/S-06)</small>	Reference Number INV-020
	Subject Special Deputization – Federal Entitlement	
	Special Instructions Replaces INV-007 dated December 29, 2008	Effective Date March 1, 2015

I. PURPOSE

Establish guidelines for designation of Department employees as entitled to certain federal status.

II. POLICY

Department employees may accept designation of federal status to further the investigative mission of the Department and to promote cooperative investigations.

III. PROCEDURE

A. In order to facilitate the assignment of Department personnel to be entitled to the privileges and responsibilities incumbent with being designated as persons given access to evidence of a particular federal grand jury on a particular investigation in accordance with Rule 6 (e) of the Federal Rules of Criminal Procedure; and/or deputization as a special deputy U.S. marshal; the following guidelines have been established:

1. A letter requesting permission to entitle any Department personnel to those privileges and responsibilities under Rule 6 (e) and/or deputization as a special deputy U.S. marshal shall be addressed to the Superintendent of the Indiana State Police Department by the appropriate U.S. attorney.
2. The Superintendent and the U.S. attorney shall determine those other persons who may also need to be listed, e.g., clerical personnel and/or supervisory personnel.
3. When permission has been granted by the Superintendent for those appropriate personnel, the U.S. attorney shall prepare the formal documents needed and complete any other necessary steps. A copy of the completed documents shall be forwarded to the Superintendent.

B. This procedure is to be used in conjunction with all relevant Department regulations, rules, policies, and procedures.