



GENERAL ORDER

Loudoun County Sheriff's Office

Chapter: Operations	Section: 409.15	
Subject: Specialized Units	Topic: Crime Prevention Unit	
Accreditation: ADM.20.01, 21.01	Revised:	Reaffirmed:
Enacted: 07/30/2015	Last Review: 07/24/2015	Review: 07/30/2016

I. PURPOSE

The purpose of this General Order is to establish policy and guidelines for the development and operation of the agency's crime prevention plans and programs

II. POLICY

It is the policy of the Loudoun County Sheriff's Office to establish close ties with and respond to the needs of the county's citizens. Crime prevention plans and programs constitute an integral part of the agency's activities. All divisions within the agency are charged with supporting and furthering the crime prevention efforts

III. PROCEDURE

A. Administration

1. The Loudoun County Sheriff's Office Crime Prevention Unit is a specialized unit operating within the Operations Support Division and is assigned responsibility for planning and coordinating crime prevention activities and for the overall development and coordination of the agency's community relations activities.
2. A Crime Prevention deputy's will compete for crime prevention positions, primarily within the Operations Bureau career path following General Order 313.7, Promotion Process. The deputy's performance shall be reviewed by his/her supervisor to determine suitability for the position
3. The Crime Prevention Unit Supervisor is assigned lead responsibility for coordinating and evaluating the department's Crime Prevention programs at least twice during each fiscal year. He/she should develop procedures for such evaluation

B. Procedures

1. Deputies assigned to the Crime Prevention Unit will emphasize the prevention of property crime as their first priority. Through analysis of the department's criminal records system, these deputies will coordinate or conduct assigned program activities in sections of the county identified for such treatment. Deputies will liaison with formal community organizations and other community groups as requested/needed and together work to increase crime

prevention awareness through training and education. Deputies should determine citizen concerns, provide assistance as necessary and state such information in the monthly activity report. Deputies shall notify the Community Relations/Policing Unit and/or Field Operations Division of community concerns in order to increase awareness and the ability to resolve issues. Deputies assigned to the Crime Prevention Unit shall:

- a. Conduct security surveys of businesses and residences
- b. Develop Neighborhood and Business Watch programs. Those programs that are already in existence will be provided with technical and program assistance
- c. Conduct programs oriented to business concerns in cooperation with the local business community. The aim of these programs is the reduction of property crime, i.e. shoplifting, bad checks, inventory control, etc.
- d. Arrange and coordinate a series of public education programs, including talks and appearances by deputies, schedule visits and tours of agency facilities and prepare media releases and public service announcements. These activities will be targeted to the reduction or elimination of specific crimes
- e. Participate in the Triad program, which consists of the Sheriff's Office and senior leadership in the community who agree to work together to reduce the criminal victimization of senior persons and enhance the delivery of law enforcement services to senior citizens. Triads exist on the local, state and national level
- f. Coordinate, as opportunities permit, an agency review of county zoning policies, building codes, fire codes, site plans for proposed developments, and subdivision proposals