

MERIDIAN TOWNSHIP POLICE DEPARTMENT GENERAL ORDER

Subject: SEX OFFENDER REGISTRATION ACT	General Order: 624
Effective Date: December 29, 2000 Revision Date: August 11, 2017	Distribution: Command and Supervisory Staff

I. PURPOSE

The purpose of this directive is to establish procedure for the registration of a convicted sex offender pursuant to Public Act 295 of 1994.

II. POLICY

The Meridian Township Police Department will document the registration of convicted sex offenders as required by statute. Enforcement of violations related to registration requirements will be the responsibility of the Investigative Unit under the direction of the Investigations Sergeant.

III. PROCEDURES

A. Persons Required to Register:

1. MCL 28.723 specifies when an individual is convicted of an offense listed in MCL 28.722, the individual must register as a sex offender in Michigan.
2. In addition to MCL 28.722, the law lists the following situations that require registration:
 - a. Any other violation of a law of this state or a local ordinance of a municipality that by its nature constitutes a sexual offense against an individual who is less than 18 years of age.
 - b. An attempt or conspiracy to commit an offense described in MCL 28.722.
 - c. An offense substantially similar to an offense described above under a law of the United States, any state, or any country or under tribal or military law.

B. Sex Offender Registration

1. Initial registration (i.e. court order, or release from Department of Corrections) and/or address changes of sex offenders will be the responsibility of the Investigations Unit.

2. The RI-4 registration form shall be completed and signed by the offender and the registering officer. The completed form will then be forwarded to the Michigan State Police Sex Offender Registry Unit. A copy will also be given to the registrant.

C. Address Verification

1. Persons required to register are required to verify based on a Tier system.
 - a. Tier 1 offenders report once a year during the registrant's birth month. Tier 1 offenders must report annually for 15 years.
 - b. Tier 2 offenders report twice a year. Reporting months are based upon the registrant's birth month. Tier 2 offenders must report bi-annually for 25 years.
 - c. Tier 3 offenders report four times a year. Reporting months are based upon the registrant's birth month. Tier 3 offenders must report quarterly for a lifetime.
2. All registered sex offenders are required to verify their address by responding, in person, to the local police agency having jurisdiction where they live, or the sheriff's office, or nearest state police post. The Investigations Unit will conduct verifications during normal business hours.
 - a. A valid Michigan Operator's or Chauffeur's License, or an official State personal identification card may be used as proof of domicile or residence and should be requested by the verifying officer. Besides the license or ID card, you may require the registrant to produce another document bearing his/her name and address, i.e. voter registration card, utility or other bill, rental contract, etc.
 - b. After verifying the registrant's residence (address), the RI-4V verification form shall be signed by the registrant and signed and dated by the verifying officer.
 - c. The signed copy of the RI-4V shall be given to the individual. A photocopy will be kept in the registrant's file located in the Records Unit. A copy will be forwarded to the Michigan State Police Sex Offender Registry Unit.

D. SORA Violations

1. MCL 28.728a requires a law enforcement agency responsible for registering, verifying or updating registration information to investigate the registrant when a SORA violation occurs.
 - a. MCL 28.729 defines each of the registration violations, maximum penalties, fines, as well as the prosecution venue.
 - b. Certified sex offender registration records are obtained from the Michigan State Police Sex Offender Registry Unit by completing the request for certified document form RI-109. The certified records must be sent to the Ingham County Prosecutor's Office with the written complaint.

E. Moving and Travel

1. MCL 28.725 requires a registrant to provide prior notice before moving to or traveling to another state or country.
 - a. MCL 28.725(1) requires a registrant to make notification within three days of a change of address within the state. A registrant must also make notification within three days if temporarily residing at another location other than their primary residence for greater than seven days.
 - b. MCL 28.725(6) requires a registrant to make notification three days prior to moving out of state. A registrant must also make notification three days prior to traveling out of state for greater than seven days.
 - c. MCL 28.725(7) requires a registrant to make notification 21 days prior to moving to another country. A registrant must also make notification 21 days prior to traveling out of the country for greater than seven days.

F. Required Identification

MCL 28.725a(7) requires all registered sex offenders to maintain either a valid Michigan Operator's or Chauffeur's License or a Michigan Personal Identification Card. The address on this card shall match their current address in the sex offender registry.

G. Digitized Photograph

MCL 28.725a(8) requires all registered sex offenders to have a digitized photograph taken. This is done through the Secretary of State.

H. Students, Temporary Workers, Vacationers

1. Any out of state student or worker required to register as a sex offender in their home state, who is domiciled, temporarily residing, or commuting to this state for a period greater than seven days is required to register at the police agency where they are a student, work or reside depending on their circumstances for being in the state.
2. Any person from another state who resides in this state for greater than seven days vacationing must register.

I. Fees

1. MCL 28.725a requires a registrant who is not incarcerated to pay registration fees. A \$50 registration fee shall be paid upon initial registration and then annually during the registrant's first verification month of the calendar year.

J. Prosecution Jurisdiction

1. MCL 28.725(8) states a person failing to register as required for a violation of MCLA 28.725, section 5(1), (3) or (4) by statute may be prosecuted in the judicial district of any of the following locations:
 - a. The individual's last registered address or residence.
 - b. The individual's actual address or residence.
 - c. Where the individual was arrested for the violation.
2. The Ingham County Prosecutor Office has interpreted Prosecution Jurisdiction of MCLA 28.725, section 5(1), (3) and (4) as follows: (effective 02/20/2001)
 - a. "Simply because the person has moved and has not registered, is not the basis for filing charges. The sex offender needs to be located and prosecuted in the County where he/she currently

resides. If the person has left the state there may be no violation at all."

- b. An individual may be charged with failing to register as required by the act if we have their current address and that address is within Ingham County. If the warrant request seeks a warrant on an individual who no longer resided at one address but we are unable to determine their new address and are unable to determine if that is in Ingham County, the warrant request will be denied.

IV. CANCELLATIONS

None

Authorized by:



David Hall, Chief of Police

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Application: This directive constitutes department policy, and is not intended to enlarge the employer's or employee's civil or criminal liability in any way. It shall not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims insofar as the employer's or employee's legal duty as imposed by law.