



GENERAL OPERATIONS			1118.00	
<div><div></div><div>DETECTION OF DECEPTION EXAMINATIONS</div><div></div></div>				
ISSUED: 03-28-1997	EFFECTIVE: 04-06-1997	REVISED: 12-14-2023	REVIEWED: 12-14-2023	PAGES: 5

## CONTENTS

This procedure consists of the following numbered sections:

- I. TESTING PROCEDURE
- II. GENERAL PROCEDURE

## PURPOSE

The purpose of this standard operating procedure is to establish guidelines for the administration of polygraph examinations and/or Computerized Voice Stress Analysis in conjunction with investigations conducted by the Punta Gorda Police Department.

## SCOPE

This procedure shall apply to all Punta Gorda Police Department personnel.

## DISCUSSION

Polygraph/Computerized Voice Stress Analysis examinations, when conducted by qualified examiners, are accepted nationwide as an investigative aid. Examinations should not be used to circumvent good investigative procedures or when sufficient physical or oral evidence is available to establish the facts. Detection deception examinations are available locally by contacting the Charlotte County Sheriff's Office (CCSO), or other government agencies or private companies certified in a specific method of detection of deception.

## DEFINITIONS

1. **Audio Recording Analysis:** Computerized Voice Stress Analysis examiner's analysis of the recorded responses of taped interviews wherein the interviewee has responded with "yes" or "no" to a pre-formatted questionnaire.

2. **Computerized Voice Stress Analyzer:** Computerized Voice Stress Analysis is a psychological stress evaluator that detects, measures, and charts the stress in a person's voice (live or tape analysis) following a pre-determined questionnaire.
3. **Covert Interviews:** Audio tape analysis by the Computerized Voice Stress Analysis examiner where investigators have obtained a voluntary taped interview from suspect/victim/witness, or complainant. The interviews are designed to capture a yes or no response to pre-formatted questions. This tape interview will then be analyzed by the Computerized Voice Stress Analysis.
4. **Overt interviews:** Live interviews by the Computerized Voice Stress Analysis examiner with the suspect/victim/witness, or complainant. These interviews are conducted with prior knowledge and permission that certain questions will be recorded live and captured by the Computerized Voice Stress Analysis for analysis. Additionally, all or portions of the interviews will be recorded on audio and/or video recording devices.
5. **Polygraph:** A scientific instrument which records physiological changes that occur in the human body when a person is asked questions of a relevant nature.
6. **Qualified Computerized Voice Stress Analysis Examiner:** A person who has satisfactorily completed training by a recognized instructor of the National Institute of Truth Verification in truth verification and the use of the Computerized Voice Stress Analysis.
7. **Qualified Polygraph Examiner:** A person who has satisfactorily completed a state certified polygraph school and has completed a minimum of one (1) year internship under a State licensed examiner.

## PROCEDURE

### I. TESTING PROCEDURES

- A. **Persons Who May be Tested:** Any individual who knows right from wrong. Generally children above the age of seven years can be tested [See Section I(B)] but in each case involving young children, the final decision to test will be made by the examiner.
- B. **Persons Who May Not be Tested:**
  1. Children under the age of eighteen must have parental or legal guardian consent and a parent or guardian must be present before being tested. Children under six years of age will not be tested;
  2. Any person who has been forced or coerced into taking the examination;
  3. Any person who has been indicted by a grand jury or formally charged with the crime for which the exam is being requested, unless there is an agreement and stipulation signed by the person to be examined, their defense attorney, and the prosecutor;

4. Persons who are not sufficiently relaxed. A cooling-off period may be required for anyone following interrogation, intense interview, or when the subject is extremely angry;
  5. Any person with a history of heart problems, presently under a physician's care or taking medication for heart problems;
  6. Women who are pregnant;
  7. Persons with epilepsy; and
  8. Anyone who is severely intellectually disabled or impaired by alcohol or drugs to a point as to cause the examiner concern.
- C. Responsibilities of the Examiner - Examination Validity and Reliability - In order to ensure not only that the subject can take the examination but also the validity and reliability of the examination, the following must be adhered to:
1. The subject must have had six (6) hours or more of sleep prior to the examination;
  2. The subject must be properly nourished;
  3. No intense interrogation should be conducted immediately prior to the examination;
  4. If the subject is a juvenile, there must be a parent or legal guardian present to sign permission and consent forms;
  5. The examiner will refrain from examinations that may appear to compromise their integrity (e.g., tests on close friends, relatives, and persons with whom the examiner has a relationship). The examinations must be deferred to a neutral operator;
  6. Any person with a history of heart problems, presently under a physician's care or taking medication for heart problems; women who are pregnant; persons with epilepsy; persons with mental conditions; or persons with physical problems that may effect the results of the polygraph or Computerized Voice Stress Analysis examination must have a letter from his/her physician saying they are physically able to take the examination. This letter must be obtained by the case agent who is responsible for ensuring the letter is authentic;
  7. Use of Examinations for Investigative Status: Examinations should be utilized in conjunction with investigative leads and interviews of available suspects, victims, or witnesses. When practical, both the victim and the accused should be tested in order to add validity to the examination results. These results are not to be used for arrest or legal action, but are designed for developing leads, validity, and obtaining case direction;
  8. Examiners are not obligated to accept an order from a superior or governing authority that would cause them to violate professional standards (e.g., standards established by the certified examiner's training). Examiners are not obligated to obey illegal orders and are not obligated to conduct an examination on a subject that is not suitable for testing. The examiner is the final authority. In the event the examiner declines to administer an examination and the decision is questioned, an opinion from a second examiner is recommended; and

9. Detection of deception examinations may be conducted at any time during an investigation. All polygraph examinations will be conducted by a qualified polygraph examiner who has successfully completed polygraph training provided by recognized institutions. The polygraph examiner will have the subject sign a consent form.

**D. Responsibilities of the Detective/Officer**

1. It is the responsibility of the assigned detective/officer to adequately complete, to the extent possible, all aspects of the investigation prior to the detection of deception examination being scheduled; to include consultation with the examiner when the need for an examination is identified.
2. The detective/officer shall be responsible for notifying the subject of the date and time for the scheduled appointment and ensuring the subject has transportation to the exam site.
3. On the date of the examination, the officer shall brief the operator at least one half hour before the scheduled examination to provide the operator with details involving the issue to be tested.
4. The detective/officer will remain at the exam site or remain available to respond until completion of the exam unless otherwise agreed upon between the officer and the examiner.
5. The detective/officer scheduling the exam will be responsible for notifying the examiner of the cancellation of an exam, regardless of the reason for the cancellation.

**II. GENERAL PROCEDURE**

- A. Requests for examinations for the detection of deception shall have the approval of the detective/officer's immediate supervisor prior to submission.
- B. All requests for polygraph examinations will be coordinated through the CCSO or outside entity.

**APPROVED**



**PAMELA R. SMITH, CHIEF OF POLICE**

**STAFF REVIEW DATES:** 03-10-1998, 07-19-2000, 08-06-2002, 06-12-2005, 02-15-2008, 12-06-2011, 05-19-2014, 09-23-2016, 10-23-2018, 10-20-2020, 12-14-2023

**REVISION DATES:** 03-10-1998, 07-19-2000, 08-06-2002, 06-12-2005, 02-15-2008, 12-06-2011, 05-19-2014, 09-23-2016, 10-23-2018, 10-20-2020, 12-14-2023