

DEPARTMENTAL GENERAL ORDER **16-81**

ST. LOUIS COUNTY POLICE DEPARTMENT
OFFICE OF THE CHIEF OF POLICE

D-7
August 17, 2016

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BIAS-FREE POLICING AND TRAFFIC STOP INFORMATION

I. PURPOSE

The purpose of this Order is to declare the Department's commitment to bias-free policing. It also establishes procedures for assuring all employees provide impartial service to the community without regard to ethnicity, national origin, gender, sexual orientation/identity, age, race, religion or socio-economic status.

II. DISCUSSION

The ability of the Department's employees to perform their duties is dependent upon the public's approval of its employees' actions, behavior, and the ability to secure and maintain the public's respect. Therefore, the St. Louis County Police Department does not tolerate actions based on bias.

One of the primary responsibilities of the Department is to safeguard the rights and freedoms of the citizens in its jurisdiction. The Department acknowledges this responsibility and will ensure its employees conduct themselves in a manner which ensures all citizens, regardless of ethnicity, national origin, gender, sexual orientation/identity, age, race, religious beliefs, or socioeconomic status, are treated with dignity and respect.

III. POLICY

In conducting law enforcement activities, personnel may not consider ethnicity, national origin, gender, sexual orientation/identity, age, race, religion or socio-economic status except when credible intelligence relevant to the locality and time frame links a person or people who have been identified or described in part by any of the above listed characteristics to specific unlawful incident(s) or criminal patterns. In those circumstances, personnel may rely on these characteristics only in combination with other appropriate factors.

IV. PROCEDURES

A. TRAFFIC STOP FORMS

1. Anytime an officer causes a vehicle to come to a stop based on either probable cause or reasonable suspicion, regardless of the length of the detention, the initiating officer will complete a traffic stop form as soon as it is safe to do so following the conclusion of the stop. This will include every time an officer causes a vehicle to come to a stop based on traffic violations or to investigate circumstances in which a reasonable officer would believe the driver or the occupants of the vehicle have committed or are about to

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commit a crime. The initiating officer is required to complete a traffic stop form regardless of whether the officer:

- a. Observed the circumstances resulting in probable cause or reasonable suspicion; or
 - b. Is acting on information provided by a reliable source (for example an all points bulletin); and/ or
 - c. When further investigation by the initiating officer reveals the probable cause or reasonable suspicion for the stop was unfounded;
2. Likewise, initiating officers are required to complete a traffic stop form regardless of the method the officer used to cause the vehicle to come to a stop. For example, activating a patrol vehicle's emergency lights and/ or siren, verbally directing the driver to stop or utilizing hand signals.
 3. The only exception to the requirement to complete a traffic stop form will be stops at lawfully conducted sobriety checkpoints or road blocks.
 4. Officers are not required to complete a traffic stop form in instances where the investigating officer does not cause a vehicle to come to a stop, such as the investigations of accidents.

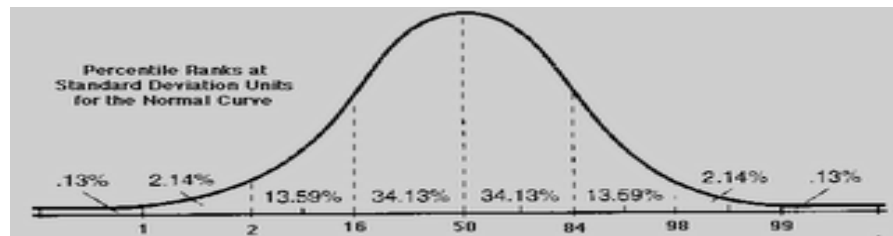
B. CRIME ANALYSIS UNIT RESPONSIBILITIES

1. The Crime Analysis Unit will compile data from the Traffic Stop Forms and prepare a monthly report of its findings. These monthly reports breakdown the percentages of all races stopped by precinct/unit. These reports will be sent to Executive Command Staff for review.
2. The Crime Analysis Unit will compile data from the Traffic Stop Forms and prepare a quarterly report of officers in each precinct who have disparity indexes above one based on their assigned precinct's demographics. The disparity index of officers in specialized units shall be based on the Department's combined patrol areas demographics.
 - a. A copy of this report will be forwarded to each precinct or bureau commander.
3. The Planning and Analysis Unit will compile data from the Traffic Stop Forms and prepare an annual report of its findings.

C. BIASED FREE POLICING COMMITTEE

1. The Chief of Police shall appoint three members to the Biased Free Policing Committee.
 - a. The committee shall consist of the following:
 - 1) Committee Chairman (Commanding Officer, Division of Patrol)
 - 2) Secretary (Lieutenant or above)
 - 3) Committee Member (Captain)

- b. The Secretary and Committee Member shall rotate once every three years.
 - 1) The Committee Member shall rotate one year after the initial appointment and every three years thereafter.
 - 2) The Secretary shall rotate two years after the initial appointment and every three years thereafter.
2. The Department's Crime Analysis Unit will conduct a quarterly review to identify officers assigned to each work group that are stopping minorities at a rate higher than two standard deviations above the mean of their peers.
 - a. Percentile Ranks at Standard Deviation Unit for a Normal Curve:



- b. The officers identified via this statistical analysis would have their activities reviewed by the committee.
3. The Supervisor of the Crime Analysis Unit shall refer any officers who have demonstrated a possible pattern of bias based policing to the Bias Free Policing Committee.
4. The Biased Free Policing Committee shall convene quarterly to discuss the Crime Analysis Unit's findings.
 - a. The Committee shall have the authority to conduct a review of the referred officer's practices.
 - b. If the committee deems it necessary it may:
 - 1) Interview the officer; and/or
 - 2) Interview the officer's supervisor(s); and/or
 - 3) Review the officer's complaint history;and/or
 - 4) Interview citizens the officer came in contact with during the time period under review;and/or
 - 5) Conduct any further investigation or review it deems necessary to resolve the issue at hand.
5. The Biased Free Policing Committee shall consider, but not be limited to, the following factors when reviewing an officer's stop numbers:

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- a. The demographics of the precinct(s) the officer worked in during the period under review; and
 - b. The shift(s) the officer worked during the period under review; and
 - c. Supervisor(s)' observations of the officer's practices; and
 - d. Past patterns exhibited by the officer and/or citizen complaints of biased policing, and any other aggravating or mitigating circumstances; and
 - e. Bias-free factors/circumstances that might have produced the findings.
6. The Biased Free Policing Committee shall resolve each concern brought to it by doing one or more of the following:
- a. Refer their concerns to the officer's commander with recommendations for counselling and/or training to correct the officer's behavior or tactics; and/or
 - b. Refer the officer to the Bureau of Professional Standards; or
 - c. Find the officer's behavior and/or tactics are acceptable and take no further action.

V. TRAINING

The Department will provide all commissioned police officers with at least one hour of training on bias-free policing or fair and impartial policing per year. The course will stress the Department's prohibition against biased policing. Other areas of emphasis will include understanding and respect for racial and cultural differences and effective methods of carrying out law enforcement duties in racially and culturally diverse environments.

All commissioned supervisors and managers will receive training and participate in group discussions on how to supervise to promote bias-free policing, including best practices for evaluating officers' quarterly reports. This training will be conducted annually as part of supervisors' in-service classes.

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Attachments:

Adopted by Command Staff

By order of:

COLONEL JON M. BELMAR
Chief of Police

JB:rm

Approved at the regular Board meeting of August 17, 2016

MR. ROLAND J. CORVINGTON,
COMMISSIONER
Chairman

MS. LAURIE L. WESTFALL,
COMMISSIONER
Secretary

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All Department Personnel

CALEA Reference