



# CRIMINAL INVESTIGATION FUNCTION

**INDEX CODE: 1624**  
**EFFECTIVE DATE: 11-21-24**

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## I. CRIMINAL INVESTIGATION FUNCTION

The Department's criminal investigation function is a major responsibility shared by the Bureau of *Special Operations* and *Criminal Investigations* and the Bureau of Patrol. The authority for conducting criminal investigations is delegated to the Criminal Investigation Division for major *investigations* requiring specialized skill, knowledge and abilities *and to the Traffic Safety Section of the Special Operations Division for fatal and serious vehicle crash investigations requiring specialized skill, knowledge, and abilities*. Other *investigations* requiring follow-up are investigated by the Bureau of Patrol.

### A. Criminal Investigation Division

The Criminal Investigation Division provides specialized investigative services. The division commander is responsible for proper distribution of personnel, coordination of training for division personnel, budget preparation and administration, and formulation of policies and procedures.

*The investigative responsibilities of the Criminal Investigation Division are defined in Index Code 201: Organization of the Police Department. All investigations that are not the responsibility of the Criminal Investigation Division are the responsibility of the district or division with responsibility for the area where the incident occurred. The Criminal Investigation Division may, at the option of its commanders, assume responsibility for any investigation or may defer or re-assign investigations to personnel or units in the bureau, district, or division with responsibility for the area where the incident occurred.*

*For investigations that involve multiple other bureaus, districts, or divisions, commanders of those units should facilitate deconfliction in assignment of primary responsibility and supporting roles for the investigation.*

*The commander of the Bureau of Special Operations and Criminal Investigations has the final authority to assign investigative responsibility to one or more units, sections, or districts/divisions.*

### B. Special Operations Division - Traffic Safety Section

*The Traffic Safety Section investigates all motor vehicle collisions which result in or are likely to result in fatality. Supervisors in the Traffic Safety Section may assign Traffic Safety investigators to assume primary investigative responsibilities for any other motor vehicle collision. Motor vehicle collisions which are not investigated by the Traffic Safety Section are the responsibility of the initial responding patrol platoon. Traffic Safety Section supervisors may direct patrol platoon personnel to conduct specific follow-up activities for any motor vehicle collision, regardless of what unit, section, or platoon has primary responsibility for investigation of that collision.*

### C. Bureau of Patrol and Community Relations Division

Each patrol district is staffed with specialized personnel *in District Detective Units and District Operations Units* who perform community-based follow up investigations, *including investigations* involving crimes against persons, property crimes, and community-based drug/narcotics investigations not investigated by the Criminal Investigation Division. *District Detective Units (DDU) have primary responsibility for follow-up of investigations which are not the responsibility of units in the Bureau of Special Operations and Criminal Investigations. This responsibility may be deferred to patrol officers at the discretion of the DDU supervisors.* Patrol officers perform follow-up investigations for crimes not investigated by other investigative units of the Department.

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**II. PROPONENT UNIT:** Bureau of Special Operations & Criminal Investigations

**III. CANCELLATION:** This directive cancels Index Code 1624, dated ***07-01-23***.