

## CHAPTER 15 CRIME ANALYSIS

DISCUSSION: An integral part of the department's electronic data processing and information management is the ability to analyze crime data. The first step in crime analysis involves the collection and collating of raw data from a variety of sources. These sources include:

- A. Information received from complaints.
- B. UCR information from arrest and offense reports.
- C. Field Contact Reports.
- D. Stolen property information.
- E. State and Federal source data, including national clearance rates for crimes.

Crime analysis information shall be used in developing department tactics, strategies, and long range plans. This information is used in determining priority for action. The intent of this chapter is to establish the policies and procedures for the systematic identification, assembly, analysis, and dissemination of information on reported crimes.

### 15.1 CRIME ANALYSIS

#### 15.1.1 Crime Analysis Function

- A. The crime analysis function is established within the Detective Division under the direct control and supervision of the Operations Bureau Commander.
- B. The Crime Analysis function includes responsibility for:
  - 1. Collection of crime data from calls for service, incident and arrest reports and other officer generated
  - 2. Collation of crime data.
  - 3. Analysis of crime data.
  - 4. Dissemination of crime information.
  - 5. Feedback and program evaluation.

All department personnel are responsible for reporting any perceived crime patterns, dangers to police personnel, or trends through the appropriate chain of command. These reports will be updated, by Crime Analysis, to include any new or other

information relating to these crimes and forwarded to the appropriate Division Commander to be distributed accordingly.

The Operations Bureau Commander shall be responsible for ensuring that crime analysis reports are used by field personnel to direct their activities where appropriate.

#### 15.1.2 Procedures for Crime Analysis

- A. The Detective Commander shall oversee the collection and collation of crime data through computer generated printouts and other reports in a format prescribed by the Chief of Police.
- B. Printouts and other reports shall follow one of the following two approaches:
  - 1. Provide a temporal and geographic distribution of selected crimes, which shall specifically include:
    - a. Burglaries
      - (1) Auto
      - (2) Business
      - (3) Residential
    - b. Robberies
    - c. Auto Theft
  - 2. Illustrate all reported crimes generally, which shall be collated by the following key factors.
    - a. Type of crime.
    - b. Geographic dispersion.
    - c. Chronological factors.

When consideration of time, geographic, and crime type factors reveals a crime pattern, a search for other relationships that may indicate patterns associated with a series of offenses shall be initiated. Further analysis of the pattern shall include the comparison of the following factors as is applicable:

- 1. Crime frequency by type.
- 2. Victim and target descriptors.
- 3. Suspect descriptors.

4. Suspect and vehicle descriptors.
5. Modus Operandi factors physical evidence information.
6. Physical evidence information.

#### 15.1.3 Distribution of Crime Analysis Information

- A. The primary means by which crime analysis information is distributed are annual, monthly and oral reports.
- B. Crime Analysis Reports shall be prepared and distributed in conjunction with the monthly report each month
- C. The Crime Analyst shall present a report at each general staff meeting, as needed, covering any issues, trends, or patterns that have been identified as a result of the crime analysis process.
- D. With the exception of the routine dissemination of crime pattern and intelligence information to other law enforcement agencies, the Chief of Police must authorize the dissemination of crime information outside the department.

#### 15.1.4 Effectiveness and Utilization of Crime Analysis Information

- A. The following procedures shall provide for solicitation and receiving feedback to the crime analysis function from the department's various units.
- B. The Operations Bureau Commander shall periodically solicit input and discussion at general staff meetings relating to:
  1. The effectiveness of analyzed information in assisting operational units in combating crime.
  2. The effectiveness of information in directing department resources and establishing priorities.