



# Rhode Island State Police General Order - 4C

<i>Section:</i>	<b>Administration - General Management</b>
<i>Article:</i>	<b>4 - Traffic and Crime Management</b>
<i>Title:</i>	<b>Crime Analysis</b>
<i>Special Instructions:</i>	

## I. PURPOSES

- A. To establish the authority for information requirements and reporting responsibilities of the Division's crime analysis function.
- B. To establish guidelines which allow the Division to further improve its crime prevention and crime detection functions through the regular collection, collation, analysis and dissemination of crime related data.
- C. To measure the effectiveness of the Division's crime analysis function through feedback analysis and program evaluation.

## II. POLICY

Crime analysis is a scientific process involving collection of valid and reliable data and systematic techniques of analysis to determine, for predictive purposes, the frequency with which events occur and the extent to which they are associated with other events.

Crime analysis should provide useful information to aid operational personnel in meeting their tactical crime control and preventive objectives by (1) identifying and analyzing methods of operation of individual criminals, (2) providing crime pattern recognition, and (3) providing analyses of data from field interrogations and arrests. Also, crime analysis can be useful to the Division's long-range planning efforts by providing estimates of future crime trends and assisting in the identification of enforcement priorities.

The Records Management System is an integral aspect of crime analysis. All Division personnel shall provide complete, accurate and consistent reports concerning crimes, incidents, arrests, traffic citations, field interview reports, restraint entries, trespass entries, accident reports, and related information as required in supporting this function.

The crime analysis function shall assist units in assembling data and information sufficient for analysis, planning, and daily problem solving. This information will include, but not be limited to:

- i. Frequency by type of crime/incident;
- ii. Geographic factors;
- iii. Victim and target descriptors;
- iv. Suspect descriptors;
- v. Suspect vehicle descriptors;

### III. PROCEDURES

#### A. COMMAND PERSONNEL

1. Command Personnel have continuous access to the Records Management System to obtain crime analysis information.
2. Command Personnel shall direct supervisors to check the information contained in the Records Management System to ensure complete, accurate and consistent reporting.
3. The Superintendent will be briefed regarding crime patterns or trends that are revealed.

#### B. DISTRICT/DETECTIVE COMMANDERS

1. It shall be the responsibility of the District Commanders and the Detective Commander to conduct their own crime analysis utilizing the Records Management System along with ensuring that periodic crime data analysis is being conducted by individual Unit Supervisors.
2. Semi-Annual Crime Analysis Reporting (Oct-Mar and Apr-Sep)

The Detective Commander or designee shall complete a written analysis on crime data generated by the MIS section for the previous six-month period and submit this analysis to the Lt. Colonel -Chief Investigative Officer.

3. When crime patterns or trends develop, the District Commanders and/or the Detective Commander shall report this information through the respective chain-of-command to the Superintendent.

#### C. PATROL COMMANDERS / UNIT SUPERVISORS

1. Patrol Commanders / Unit Supervisors will consistently utilize the reporting functions of the Records Management System to analyze crime data along with documenting temporal and geographic changes in selected crimes.

2. Semi-Annual Crime Analysis Reporting (Oct-Mar and Apr-Sep)  
Patrol Commanders shall complete a written analysis on crime data generated by the MIS section for the previous six-month period and submit it to the respective District Commanders.
3. Analysis information will be regularly distributed to members under their command through Patrol Commander Meetings, barracks/unit meetings, postings and/or informal meetings.
4. When crime patterns or trends develop, the Patrol Commanders / Unit Supervisors shall report this information through the respective chain-of-command.

D. PLANNING, RESEARCH & ACCREDITATION UNIT

1. The Planning, Research & Accreditation Unit shall disseminate Statewide crime analysis data to Division operational units.
2. The Supervisor in Charge of the Planning, Research & Accreditation Unit may solicit feedback from Division units that report on crime prevention/suppression activities, initiated as the result of strategies developed from crime analysis reports.

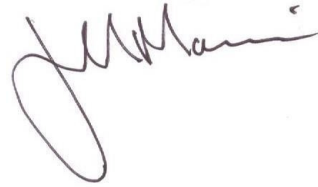
E. UNIFORM CRIME REPORT / NATIONAL INCIDENT BASED REPORTING SYSTEM SECTION

1. It shall be the responsibility of the Supervisor in Charge of the Planning, Research & Accreditation Unit to oversee the functions of the Uniform Crime Report (UCR) / National Incident Based Reporting System (NIBRS) Section which shall:
  - a. Collect and gather UCR information from the Patrol and Detective Bureaus, local police departments and the Department of Environmental Management, pursuant to section 12-24-1 of the Rhode Island General Laws;
  - b. Meet all crime collection standards, as set forth by the Federal Bureau of Investigation;
  - c. Modify crime reporting and collection procedures when State mandates are revised;
  - d. Consult with Operation Managers in other states to discuss updates in standards and procedures;
  - e. Enhance crime collection standards to include the fifty-four (54) data fields and elements suggested by the FBI;

- f. Assist local law enforcement agencies on crime collection procedures and updates;
2. The UCR Section shall also publish an annual statistical analysis report entitled, "Crime in Rhode Island" which shall be distributed to all personnel for review and development of Division tactics, staffing, resource projections, and long-range plans for crime suppression strategies.



By Order of Colonel Manni



James M. Manni  
Colonel  
Superintendent