

WINONA POLICE DEPARTMENT

NUMBER: 103-14 PAGES: 3

EFFECTIVE DATE: July 27, 2004

SUBJECT: BIAS MOTIVATED INCIDENT RESPONSE

1.0 PURPOSE:

It is the purpose of this General Order to establish policy and procedure for the investigation of bias motivated crime.

2.0 POLICY:

It is the policy of the Winona Police Department to ensure that rights guaranteed by state laws and the U.S. Constitution are protected for all citizens regardless of their race, religion, national origin, sex, age, disability or sexual orientation.

A bias motivated incident is an act or threatened or attempted act by any person or group of persons against the person or property of the protected individual or group which may in any way constitute an expression of hostility. This includes threatening phone calls, hate mail, physical assaults, vandalism, cross burnings, fire bombings, etc.

3.0 PROCEDURE:

3.1 Patrol Officer: When a patrol officer arrives on the scene and determines that the incident may be a bias motivated incident, he/she will:

3.1.1 Protect the crime scene.

3.1.2 Stabilize the victim.

3.1.3 Attempt to apprehend the perpetrator.

3.1.4 Notify his/her supervisor.

3.1.5 Conduct a preliminary investigation.

3.1.6 Take steps to prevent the incident from escalating.

3.1.7 Provide assistance to the victim.

3.1.8 Prepare a Supplemental Report.

3.2 Patrol Supervisor

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3.2.1 Immediately report to the scene of a serious incident.

3.2.2 Determine if additional personnel are needed.

3.2.3 Notify the Deputy Chief if the incident is serious.

3.2.4 Review all Supplemental Reports.

3.2.5 Forward copies of reports to the Deputy Chief/Patrol.

3.3 Investigator

3.3.1 Assume control of the follow-up investigation.

3.3.2 Keep the patrol officer informed of the status of the case.

3.3.3 Keep the victim informed of the status of the case.

3.3.4 Prepare the case for prosecution in court and provide testimony.

3.4 Deputy Chief/Patrol

3.4.1 Maintain reports of all race, religion, national origin, sex, age, disability or sexual orientation targeted incidents.

3.4.2 Contact appropriate State and/or local law enforcement agencies for assistance with serious cases.

3.4.3 Maintain liaison with Federal, State and local agencies for intelligence information exchange.

3.4.4 Meet with neighborhood groups and residents in target areas to reduce fear and the potential for counter-violence, and provide safety and protection information.

3.4.5 Maintain contact with leaders of any targeted group.

3.4.6 Forward a copy of the report to the City Clerk's Office, who will then notify a representative from the Hate Crimes Task Force.