

	Operational General Order	7.02 Crime Reporting Unit	PAGE 1 OF 2
	SUBJECT		EFFECTIVE DATE
	Virginia Beach Police Department General Order Chapter 7 - Field Reporting		07/11/2018
			ORIGINATOR/REVIEW Operations Division
DISTRIBUTION	CALEA: 82.2.5		
ALL			
BY THE AUTHORITY OF THE CHIEF OF POLICE:			<i>James A. Coonan</i>

Purpose

To establish guidelines for the assignment of calls for service to the Crime Reporting Unit (CRU).

Policy (CALEA 82.2.5)

The Crime Reporting Unit is staffed by sworn personnel and is established to provide citizens with a more efficient and convenient way of reporting crimes not in progress. The CRU also provides the Department with a more efficient use of manpower and resources. Due to the statements above, all calls for service that meet the standards for a telephone report will be assigned to the CRU. Any call for service that does not require the need for the Forensic Services Unit, does not have suspects at the scene, where immediate apprehension cannot be made, or does not have a threat of danger will generally qualify for the CRU.

The CRU should be staffed by sworn personnel. Supervision of the unit will be provided by the Operations Division Administration. The designated supervisor of the Crime Reporting Unit (CRU) will determine the unit's hours of operation.

Qualifying Calls for Service

The following list of calls for service will generally qualify for assignment to the CRU.

1. Larceny - Grand and Petit, including multiple cases
 Fraud/embezzlement/extortion (if less than \$200.00)
 Exception: Embezzlement of a vehicle
 If the credit card fraud is a result of a larceny of said card, a report will be for both the larceny and fraud in one report taken by CRU and pending active to a detective.
2. Telephone Violations, except bomb threats.
3. Destruction to Property, including multiple cases.
4. Tampering with Vehicles, except attempt stolen auto cases. CRU will request vehicles to be processed by FSU or CSO. If there are multiple vehicle larcenies/tampering in the same area, CRU will notify the street supervisor of the situation and for further direction.
5. Information calls/wants to speak with an officer.
6. Any case where a citizen is currently not in the area and is unable to meet an officer for a report to be taken.

Any case normally handled by ECU- CRU will offer to the caller the option of screening the case directly with ECU during normal business hours, M-F 0800-1600, by coming directly to the Detective Bureau. If the citizen chooses a report be taken at the time of call, a CRU officer will generate the report and pend active to detectives.

The E911 Emergency Communications Division will normally assign calls for the CRU. In addition to accepting reports of crime via the telephone, the unit also accepts complaints via e-mail from the Virginia Beach Police Department Internet site ePRO, as well as the U.S Mail. Regardless of the manner in which the crime is reported, a member of the unit will make contact with the reporting person and when appropriate a PD-18 will be taken.