



CRIME ANALYSIS

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I. Purpose

The purpose of this Written Directive is to establish guidelines and to assign responsibilities for the analysis of crime data.

II. Policy

It shall be the policy of the University of Maryland Baltimore Police Force (UMBPF) that crime data will be collected, analyzed and disseminated based on police reports and records in an effort to suppress crime both strategically and tactically.

III. Authority and Documentation

A. Authority

Crime Analysis is a function shared by the Operations and Support Services Commanders. These components will combine to develop analytical data to meet the needs of the Director of Public Safety by providing useful information through analyzing methods of operation, crime patterns, field interrogations and arrests. The UMBPF crime analysis function includes information to aid administrative and operational personnel in meeting their tactical crime control and prevention objectives by collecting crime data, analyzing crime data, distributing crime analysis information and through feedback of analysis and program evaluation.

B. Crime Analyst

The UMBPF does not employ a full-time crime analyst. The crime analysis function is a shared function.

C. Crime Analysis Source Documents

Essential crime data will be captured from police offense reports, incident reports and CAD reports by the Records Management Section which is a function of Support Services. Because the Operations Commander may be privy to information gleaned from field interviews and from specific field operations, this information may also be included in any analysis.

IV. Crime Trends/Analysis/Dissemination

A. Crime Trends and Patterns

1. The responsibility for the analysis of computerized crime data shall be that of the Technical Services and Records Lieutenant.
2. Data will be analyzed by the Technical Services and Records Lieutenant and periodically submitted to the Director of Public Safety through the Assistant Director.
3. In addition, the Director of Public Safety shall be briefed regularly on any nuances associated with crime trends and patterns.
4. Once the information is received from the Records Management Section, the Operations Commander and Patrol Lieutenants will focus their attention on crime patterns or trends associated with the crime information.

B. Analysis

1. When analyzing crime data, the Operations Commander shall:
 - a. Identify similarities among different offenses and reveal commonalities and

patterns in the characteristics of current crime problems

- b. Assist in the screening and ordering of lists of suspects.
- c. Identify specific crimes that may involve an offender already in custody.

2. Factors in the crime analysis function include:

- a. Frequency by type of crime
- b. Geographic factors
- c. Temporal factors
- d. Victim and target descriptors
- e. Suspect descriptors
- f. Suspect vehicle descriptors
- g. Modus operandi factors
- h. Physical evidence information
- i. Problem oriented or community policing strategies

3. The temporal and geographic distribution of selected crimes is documented manually and by computer printout. This information includes the locations of crime by type, times and days of week and may include frequency by type of crime, geographic and chronological factors, victim and target descriptors, physical evidence information and suspect, suspect vehicle and modus operandi information.

C. Dissemination

1. The Technical Services and Records Lieutenant will ensure that daily, monthly and cumulative data is disseminated to the Operations Commander through the Support Services Commander.
2. Based on analytical information derived from the aforementioned sources, the Operations Commander and Patrol Lieutenants may assign additional resources to a particular shift for crime prevention purposes. This may include a revision of manpower allocations with permission of the Director of Public Safety. The Operations Commander and Patrol Lieutenants may find the information disseminated to be both strategically and tactically valuable. Although the

information may not provide evidence for arrest in and of itself, it may contribute to establishing probable cause for arrest.

3. Certain crime information will be disseminated to the general public in an effort to enhance public information and solicit community assistance and support. Additionally, the UMBPF will annually publish crime data in accordance with the Crime Awareness and Campus Security Act of 1990 (CLERY). Such release of information will be coordinated by the Director of Public Safety or designee.
4. The Operations Commander will ensure that appropriate criminal information is disseminated to the Director of Security for the University of Maryland Medical Center and circulated through to the Safety Awareness Officer and to all Safety Committee members.
5. Information concerning police operational matters (i.e., suspects, known offenders, investigative leads, etc.) will be carefully controlled and will not be normally disseminated to the media. If disseminated to the media, it will be with the approval of the Director of Public Safety or designee. Crime analysis information may be disseminated to other components of the criminal justice system under the provisions of the privacy act and may be made during liaison contacts.

D. Evaluation of Data

1. For the crime analysis function to be effective, feedback from patrol and the Criminal Investigation Division will be essential. The utility and effectiveness of crime analysis can be evaluated by seeing crime reduced in certain areas as a result of useful crime analytical information, an increase in arrests in dealing with certain problems identified in the analysis process and having specific problem areas identified by analysis of data gathered through the police reporting system.

2. Feedback relating to crime analysis data is an essential part of evaluation of the analytical effort. Such feedback will provide the Director of Public Safety with information as to whether the crime analysis process is efficient and whether it is an effective tool for combating crime.

3. Patrol Supervisors should solicit feedback from their officers regarding the efficient and effective use of crime information to combat certain crimes or problems developing on every shift. Comments should also be shared at staff meetings.

E. Multi Year Plans

Crime analysis information will be used by the Director of Public Safety and all Commanders for short range tactical planning of crime reduction techniques and strategies. The development of UMBPF plans for and response to operational problems using long range planning, particularly as it relates to predicting manpower and resource needs for a multi-year period, can also be assisted by the use of accurate crime analysis data.

F. Report Required

The Operations Commander will submit an annual report to the Director of Public Safety that evaluates the crime analysis process as to its efficiency and whether its products are effective tools for combating the crimes selected by the UMBPF for analysis.

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Director of Public Safety