

Registered Offender Information

326.1 PURPOSE AND SCOPE

This policy establishes guidelines by which the University of Maryland, Baltimore Police Department will address issues associated with certain offenders who are residing in the jurisdiction, and how the Department will disseminate information and respond to public inquiries for information about registered offenders.

326.2 POLICY

It is the policy of the University of Maryland, Baltimore Police Department to identify and monitor registered offenders living within this jurisdiction and to take reasonable steps to address the risks those persons may pose.

326.3 REGISTRATION

The Baltimore Police Department (BPD) is the primary law enforcement agency having jurisdictional responsibilities within the municipality of Baltimore, and has a Sex Offender Registry Unit that is trained and responsible for registering offenders within the municipality of Baltimore. Since BPD serves in this capacity, the UMBPD may assist BPD, upon request and when feasible to do so, with registering offenders within the jurisdictional boundaries of the UMBPD. The Investigation Division shall establish a process to reasonably assist BPD registering offenders with such requests.

When assisting BPD with registering offenders, BPD will be responsible for ensuring that the registration information is provided to the following as soon as possible but not later than 3 working days following registration (Md. Code CP § 11-708; Md. Code CP § 11-709):

- (a) The Department of Public Safety and Correctional Services.
 - 1. Updated registrations including digital images, notification of intent to leave US or to obtain temporary lodging or to be absent from the offender's permanent residence or locations where the offender habitually lives any changes in the offender's residence, vehicle or license plate information, email or internet identifiers, phone numbers, employment, legal name, should also be sent to the Department.
- (b) The county superintendent, as defined in § 1-101 of the Education Article, and all nonpublic primary and secondary schools in the county within 1 mile of where the offender is to reside or habitually live or where an offender who is not a resident of Maryland is a transient or will work or attend school.
- (c) The local law enforcement unit in each county where the offender will reside, habitually live or will work or attend school.
- (d) The campus police agency of an institution of higher education in the State, or the local law enforcement that has primary jurisdiction for the campus if the campus does not have its own police agency, if the offender is enrolled in or carries on employment at, or is expecting to enroll in or carry on employment at the institution.

Registered Offender Information

- (e) The police department, if any, of a municipal corporation if the offender:
 - 1. Is to reside or habitually live in the municipal corporation.
 - 2. Escapes from a facility but resided or habitually lived in the municipal corporation before being committed to the custody of a supervising authority.
 - 3. Changes addresses to another place of residence within the municipal corporation.

BPD will also be responsible for notifying any child care facility or recreation facilities, any faith institution and any other organizations that serve children and others vulnerable to sex offenders who victimize children that are located within the community in which the offender is to reside, habitually live, work or attend school.

The Investigations Division Supervisor, through coordination with BPD, shall establish procedures to provide notification to any person the Department deems necessary to protect the person from a specific offender within the UMBPD jurisdictional area (Md. Code CP § 11-718).

326.3.1 CONTENTS OF REGISTRATION WITH BPD

Sex offender registration statements to BPD shall include at least (Md. Code CP § 11-705(2); Md. Code CP § 11-706):

- (a) The offender's full name and any aliases, former names, names by which the offender has been known, traditional names given by family or clan under ethnic or tribal tradition.
- (b) All addresses and places where the offender resides or habitually lives.
- (c) The name and address of each of the offender's employers of each location where the offender performs employment duties, if that location differs from the address of the employer.
- (d) The name and address of the offender's schools.
- (e) A description of the crime for which the registrant was convicted and date and jurisdiction of conviction.
- (f) Any e-mail addresses, computer log-in or screen names or identities, instant-messaging identities, and electronic chat room identities that the offender has used.
- (g) The offender's Social Security or purported Social Security number.
- (h) The offender's date of birth, purported dates of birth, and place of birth.
- (i) All identifying factors, including a physical description.
- (j) A copy of the offender's passport or immigration papers.
- (k) Information regarding any professional licenses the offender holds.
- (l) The license plate number, registration number, and description of any vehicle, owned or regularly operated by the offender and addresses or locations where the vehicles are kept.

University of Maryland, Baltimore Police Department

Policy Manual

Registered Offender Information

- (m) All telephone numbers used by the offender.
- (n) A copy of the offender's valid driver's license or identification card.
- (o) Fingerprints and palm prints.
- (p) The criminal history of the offender.
- (q) A current digital image of the offender.
- (r) The offender's signature and the date of the signature.
- (s) Any other information required by the Department or University of Maryland, Baltimore Police Department.

If the person is a sexually violent predator, the registration statement shall also include any anticipated future residences, if known at the time of registration and documentation of treatment received for a mental abnormality or personality disorder.

If the offender has not submitted a sample for inclusion in the statewide DNA database system of the Department of State Police Crime Laboratory, a sample should be obtained as provided in the Biological Sample policy and provided to the statewide DNA database system of the Department of State Police Crime Laboratory (Md. Code CP § 11-708).

326.3.2 NOTICE TO REGISTERING OFFENDER

When an offender registers, BPD will:

- (a) Give written notice and explain the registration and update requirements to the offender, including:
 1. The duties of a registrant when the registrant changes residence address in this State or changes the county in which the registrant habitually lives;
 2. The duties of a registrant under Md. Code CP § 11-705;
 3. The requirement for a sex offender to register in person with the local law enforcement unit of each county where the sex offender will reside or habitually live or where the sex offender who is not a resident of this State is a transient or will work or attend school;
 4. The requirement that if the registrant changes residence address, employment, or school enrollment to another state that has a registration requirement, the registrant shall register with the designated law enforcement unit or sex offender registration unit of that state within 3 days after the change; and
 5. Obtain a statement signed by the registrant acknowledging that the supervising authority explained the requirements of this subtitle and gave written notice of the requirements to the registrant.

326.4 MONITORING OF REGISTERED OFFENDERS

BPD is responsible for establishing a system to verify that a registrant remains in compliance with his/her registration requirements after the initial registration. This verification should include:

Registered Offender Information

- (a) Efforts to confirm residence using an unobtrusive method, such as an Internet search or drive-by of the declared residence.
- (b) Review of information on the Maryland Department of Public Safety and Correctional Services Registered Sex Offender Website.
- (c) Contact with a registrant's parole or probation officer.

Any discrepancies should be reported to the registering law enforcement agency and the Maryland State Sex Offender Unit.

BPD is responsible for establishing a process to routinely disseminate information regarding registered offenders to UMBPD and other law enforcement agencies in Baltimore about timely updates on new or relocated registrants.

326.5 DISSEMINATION OF PUBLIC INFORMATION

UMBPD members will not unilaterally make a public notification advising the community of a particular registrant's presence in the community. Members who identify a significant risk or other public safety issue associated with a registrant should promptly advise their supervisor. The supervisor should evaluate the request and forward the information through the chain of command to the Chief of Police, or authorized designee or PIO if warranted. A determination will be made by the Chief of Police, or authorized designee or PIO with the assistance of legal counsel as necessary, whether such information should be disseminated to the public.

Members of the public requesting information on registrants should be provided the Maryland Department of Public Safety and Correctional Services Sex Offender Registry or the Baltimore Police Department's website.

326.5.1 RELEASE NOTIFICATIONS

Registrant information that is released by BPD should include notification that:

- (a) The offender registry includes only those persons who have been required by law to register and who are in compliance with the offender registration laws. It does not include juvenile registrants whose information is confidential and only accessible to law enforcement (Md. Code CP § 11-704.1(c)).
- (b) The information is provided as a public service and may not be current or accurate.
- (c) Persons should not rely solely on the offender registry as a safeguard against offenses in their communities.
- (d) Anyone who uses information contained in the registry to harass registrants or commit any crime may be subject to criminal prosecution.

Registered Offender Information

326.6 DISSEMINATION OF INFORMATION BY BPD

As soon as possible but not later than 3 working days after receiving notice of registration or change in registration information from another local law enforcement unit, BPD will be responsible for sending a copy of the notice to UMBPD about where the offender resides, habitually lives, works or attends school (Md. Code CP § 11-709).