

**OFFICE OF THE CHIEF OF POLICE**

**SPECIAL ORDER NO. 16**

**December 13, 2022**

**SUBJECT: INVESTIGATIONS INVOLVING BOMB THREATS AT SCHOOLS – REVISED; ENFORCEMENT/INVESTIGATIONS ON SCHOOL CAMPUSES – REVISED; IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED MASS VIOLENCE FIELD NOTEBOOK DIVIDER, FORM 18.43.01 – RENAMED AND REVISED; AND, INVESTIGATIVE REPORT, FORM 03.01.00, AND ARREST REPORT, FORM 05.02.00 – REVISED**

**PURPOSE:** On September 30, 2022, Senate Bill (SB) 906 was enacted into law. Commencing with the 2023-2024 school year, Senate Bill 906 requires that school officials whose duties involve regular contact with pupils in grades six to twelve who are alerted to or observe any threat or perceived threat, to immediately report the threat to local law enforcement. This Bill also codifies law enforcement investigative procedures upon notification of the threat. The purpose of this Order is to update current Department procedures to ensure compliance with the new legislation.

Per SB 906, a “school official” means any certificated or classified employee of a local educational agency or member of a school district governing board, county board of education, or governing body of a charter school whose official duties bring the individual into contact with pupils in grades six through twelve (as part of a middle school or high school) on a regular basis. The Bill defines “threat or perceived threat” as any writing or action of a pupil that creates reasonable suspicion that the pupil is preparing to commit a homicidal act related to a school or school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the pupil. It may also include a warning by a parent, pupil, or other individual. Senate Bill 906 further requires the local law enforcement agency to immediately conduct an investigation and assessment of any threat or perceived threat to include:

- A search conducted at the school site if the search is justified by reasonable suspicion that it would produce evidence related to the threat or perceived threat;
- A review of the firearm registry of the Department of Justice; and,
- The retention of any record of any report received regarding any threat or perceived threat.

**PROCEDURE:**

- I. INVESTIGATIONS INVOLVING BOMB THREATS AT SCHOOLS – REVISED.** Department Manual Section 4/212.45, *Investigations Involving Bomb Threats at Schools*, has been revised. Attached is the revised manual section with the revisions indicated in italics.
- II. ENFORCEMENT/INVESTIGATIONS ON SCHOOL CAMPUSES – REVISED.** Department Manual Section 4/218.40, *Enforcement/Investigations on School Campuses*, has been revised. Attached is the revised manual section with the revisions indicated in italics.

- III. IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED MASS VIOLENCE FIELD NOTEBOOK DIVIDER, FORM 18.43.01 – RENAMED AND REVISED.** The *Identifying and Investigating Incidents Involving Threatened Acts of Targeted Mass Violence* Field Notebook Divider, Form 18.43.01, has been revised and renamed *Identifying and Investigating Incidents Involving Threatened Acts of Targeted Violence or School Violence*. Attached is the revised Field Notebook Divider.
- IV. INVESTIGATIVE REPORT, FORM 03.01.00, AND ARREST REPORT, FORM 05.02.00 – REVISED.** The Investigative Report, Form 03.01.00 (IR), and the Arrest Report, Form 05.02.00, have been revised. To comply with the recordkeeping requirements of SB 906, a checkbox has been added to the “MO” sections of these forms to indicate “Threat of School Violence.” This box shall be checked when officers complete an Investigative Report or an Arrest Report to document any threat or perceived of threat involving a school or school activity. If the investigation reveals that a crime has occurred, officers shall title the IR with the applicable title of the crime and check the “Threat of School Violence” box. If the investigation reveals that no crime has occurred, officers shall complete the IR, title the report “Threat of School Violence Incident” and check the box in the MO portion. Any subject(s) involved in the incident shall then be listed as Involved Person(s) (IP).

The remainder of the completion and distribution, as well as the use of these forms remain the same.

**FORM AVAILABILITY:** The Investigative Report, Form 03.01.00, the Arrest Report, Form 05.02.00, and the Identifying and Investigating Incidents Involving Threatened Acts of Targeted Violence or School Violence, Form 18.43.01, are available in LAPD E-Forms on the Local Area Network (LAN) and have been attached for reference. All other versions of these forms shall be placed in the Area/divisional recycling bins.

**AMENDMENTS:** This Order revises Sections 4/212.45 and 4/218.40 of the Department Manual.

**AUDIT RESPONSIBILITY:** The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.



MICHEL R. MOORE  
Chief of Police

Attachments

DISTRIBUTION “D”

**DEPARTMENT MANUAL**  
**VOLUME IV**  
**Revised by Special Order No.16 2022**

**212.45 INVESTIGATIONS INVOLVING BOMB THREATS AT SCHOOLS.** An employee receiving information regarding a bomb threat at a school or college shall notify *Communications Division and the Area watch commander without delay. Communications Division and the Area watch commander shall ensure that a patrol unit is dispatched to the scene to conduct a preliminary investigation.* The Area watch commander shall *also* notify the geographic Area detective division watch commander of the bomb threat and contact *the Bomb Detection K-9 Section and the Bomb Squad through the Department Command Post, Department Operations Center (DOC).*

**Note:** *The responding patrol unit shall notify the security officer or person in charge of the school and request that a security officer or school official respond to the scene. As per state law, a school site search shall be conducted if there is a reasonable suspicion that a search would produce evidence related to the threat or perceived threat.*

*California legislation defines "threat or perceived threat" as any writing or action of a pupil that creates reasonable suspicion that the pupil is preparing to commit a homicidal act related to a school or school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the pupil. It may also include a warning by a parent, pupil, or other individual. Legislation further requires the local law enforcement agency to immediately conduct an investigation and assessment of any threat or perceived threat to include:*

- *A search conducted at the school site if the search is justified by reasonable suspicion that it would produce evidence related to the threat or perceived threat;*
- *A review of the firearm registry of the Department of Justice; and,*
- *The retention of any record of any report received regarding any threat or perceived threat.*

*In addition to this Section, officers shall be guided by Identifying and Investigating Incidents Involving Threatened Acts of Targeted Violence or School Violence Field Notebook Divider, Form 18.43.01.*

If investigation reveals that dangerous explosives may be involved, Criminal Conspiracy Section, Major Crimes Division, and the Hazardous Devices Section, Emergency Services Division, shall be immediately notified (Manual Section 4/212.50).

Notification concerning bomb threats at schools shall be made by telephone when possible. Department personnel shall avoid transmitting the information by means likely to result in it becoming generally known. Notification of the incident shall be made to the DOC.

**218.40 ENFORCEMENT/ INVESTIGATIONS ON SCHOOL CAMPUSES.** This Section pertains to dealings with juvenile students on school property during school hours or during school-sanctioned events. It does not pertain to juveniles using school facilities legally after school hours or juveniles trespassing or committing offenses on school property after school hours.

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**Note:** Officers serving in security and related capacities for a school district while in an off duty assignment are subject to these policies and procedures.

**Interviewing/Interrogating Juveniles.** Except in exigent circumstances or in arrest situations as outlined in this policy, officers who wish to detain or question juveniles on school property shall contact the school principal or *their* designee and, to the degree possible, explain the nature of their business and the need to meet with the juvenile(s) in question.

**Note:** Generally, juveniles should not be publicly contacted by officers in the school setting for purposes of questioning unless an arrest is anticipated or reasonably possible. Officers shall not enlist school officials or employees to conduct interviews, inquiries, or similar fact-finding activities regarding juveniles as part of an investigation.

School officials (excluding school police) who act at the direction of, or on behalf of the interest of police, become “agents” of the police. All police and government agents must abide by constitutional tenets. If a police officer instructs a school official to perform a task (e.g., ask a question to the subject juvenile), the officer is responsible for ensuring that the task is within the parameters of the law.

**Exception:** Police officers are not precluded from questioning school officials with regard to their knowledge of juveniles in their charge, the juvenile’s activities, and similar matters.

**Arrest/Removal of Juveniles.** When the circumstances warrant an arrest/removal of a juvenile from school property, officers conducting the arrest/removal shall:

- Notify the principal or *their* designee before making an arrest of juvenile during class hours on school property;

**Exception:** When exigent circumstances exist or such notification would potentially jeopardize the ability of officers to safely and effectively make the arrest, officers do not need to notify the principal or *their* designee prior to making the arrest, but shall make the notification after the arrest.

- When possible, avoid arresting juveniles on school grounds if a use of force is a reasonable possibility;

**Note:** Officers should use handcuffs or other restraining devices when making arrest in schools whenever deemed necessary to ensure the security of juvenile arrestees and the safety of the officers and others.

- To the degree possible, minimize embarrassment to the juvenile and disruption of school activities and functions by having the school principal *their* designee make contact with the juvenile and escort the juvenile back to *their* office; and,
- Ensure that the juvenile’s parent(s), guardian(s), or responsible adult is notified of the juvenile’s removal.

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**Searching Juveniles and Property.** Police searches of juveniles and their property on school premises are subject to the same legal requirements as any other search, *with the exception of searches conducted in response to a threat or perceived threat of violence pertaining to a school.*

*California legislation defines “threat or perceived threat” as any writing or action of a pupil that creates reasonable suspicion that the pupil is preparing to commit a homicidal act related to a school or school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the pupil. It may also include a warning by a parent, pupil, or other individual. Legislation further requires the local law enforcement agency to immediately conduct an investigation and assessment of any threat or perceived threat to include:*

- *A search conducted at the school site if the search is justified by reasonable suspicion that it would produce evidence related to the threat or perceived threat;*
- *A review of the firearm registry of the Department of Justice; and,*
- *The retention of any record of any report received regarding any threat or perceived threat.*

*Note: As per state law, if there is a threat or perceived of threat to a school or school activity, a school site search shall be conducted if there is a reasonable suspicion that a search would produce evidence related to the threat or perceived threat.*

*In addition to this Section, officers shall be guided by Identifying and Investigating Incidents Involving Threatened Acts of Targeted Violence or School Violence Field Notebook Divider, Form 18.43.01.*

# **IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED VIOLENCE OR SCHOOL VIOLENCE FIELD NOTEBOOK DIVIDER**

Experience has shown that police officers who have had contact with an individual(s) who later committed an act of targeted violence were offered clues to the planned attack. Had those clues been recognized and an immediate intervention taken place, the shooting may have been prevented. **Not all calls involving a subject who is suffering from a mental illness will present itself as a targeted attack call. Not all targeted school attack calls will be generated at a school. When investigating any call, take a moment and utilize these suggested guidelines and if necessary, ask the following questions to obtain information and take appropriate action.**

"Targeted violence" is defined as a violent incident where a known or knowable attacker selects a particular target prior to their violent attack.

"School," for purposes of this section, means any school site or school activity.

"Threat or perceived threat," for purposes of this section, means any writing or action that creates reasonable suspicion that the person is preparing to commit a homicidal or violent act. This includes, but is not limited to: possession, use, or depictions of firearms, ammunition, shootings, or targets in association with the infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the person. It may also include a warning by a parent, pupil, or other individual.

## **NOTIFICATIONS/TELEPHONE NUMBERS FOR POLICE USE ONLY**

- |  |  |
|--|--|
| <input type="checkbox"/> Divisional Watch Commander  | <input type="checkbox"/> Threat Management Unit (213) 996-1370   |
| <input type="checkbox"/> Major Crimes Division, Department School Violence Coordinator (business hours) (213) 486-7220 | <input type="checkbox"/> LAUSD Police Watch Commander (213) 625-6631   |
| <input type="checkbox"/> Department Operations Center (off-hours) (213) 484-6700                                       | <input type="checkbox"/> LAUSD Crisis Counseling & Intervention Services (business hours) (213) 241-2831                 |
| <input type="checkbox"/> Mental Evaluation Unit (213) 996-1300   | <input type="checkbox"/> Los Angeles County Department of Mental Health (LACDMH) Assessment Response Team (213) 739-5565 |

**Note: If, during a radio call, officers realize that based on statements and physical evidence that one or more of the subjects involved in the call may also be engaged in behaviors that could lead them to commit a violent attack on a large group of individuals, the officers should continue their investigation and begin to notify the proper resources and specialized units, while conducting their investigation. See above for the list of notifications and telephone numbers.**

### **Field Encounters – While Enroute:**

- |   |   |
|---|---|
| <input type="checkbox"/> Review the comments of the radio call. Do the comments of the call indicate the subject wants to hurt themselves? Others? If others, how?  | <input type="checkbox"/> Ascertain if the threat is immediate, or if the incident was generated because of a comment or other form of communication.  |
| <input type="checkbox"/> If the call indicates the suspect is considering an act on a targeted school (mass violence), try to determine where a safe location to meet might be. The person reporting (PR) may not want to be identified and a neutral location may be beneficial. | <ul style="list-style-type: none"><li>○ If immediate, take appropriate tactical action (MACTAC, UOF – Tactics Directive).</li><li>○ Request additional resources.</li><li>○ Assess and control the scene.</li><li>○ Establish a command post.</li></ul> |

# IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED VIOLENCE OR SCHOOL VIOLENCE FIELD NOTEBOOK DIVIDER

## Family/Friends/Associates:

- How did they learn about the possible threat?
- What about the subject's behavior(s) concerns them?
- Did the subject make concerning statements? Detail them.
- Does the subject have thoughts of hurting themselves or others?
- Has the subject ever made direct references that the school/other location will be "shot up," "blown up," "will no longer exist," etc., either in a joking manner or passing reference?
- Have there been any major changes in the subject's life? Family death? Breakup?
- Do they believe that the subject may have a mental illness? Which illness? Why?
- Does the subject take medications? For what?
- How does the subject feel? Angry? Agitated? Happy? Sad? Have they become isolated?
- Has the subject been bullied?
- Have there been issues at work? School? Home?
- Does the subject own or have access to any firearms? If so, do they know where they are stored?
- Has anyone seen weapons manuals? Bomb making manuals/materials?
- Does the subject like to spend time on the internet? What sites has the subject visited?
- Does the subject like to write? Do they keep a journal? Ask to see the journal.
- Does the subject like to draw? Look at the drawings.
- Does the subject feel a connection to extremist groups? Has the subject made sympathetic references to extremist groups?
- Has anyone seen paraphernalia related to any extremist groups?
- Has the subject been violent or in fights? Do they feel that their violence is justifiable?

## Specific Questions for the Subject:

- Do you have a history of violence towards yourself? Others?
- Has this happened before?
- Are you concerned, or is someone else concerned about your behavior?
- Have you told anyone about your concerns? Feelings?
- How have you communicated your concerns? Feelings?
- Do you know who/what is causing you to feel this way?
- Have you traveled recently? If so, where?
- Do you have any firearms or other weapons?
- Have you received any firearms training?
- What are your living arrangements?
- How is your relationship with your family?
- Are you financially stable?
- Do you have a religious affiliation?
- Do you feel you are/were justified using violence?
- Do you have a political affiliation?
- Do you have any animosity towards any religious, community, or political groups?
- Have you sought out or associated with others who share your views?
- Do you subscribe to or view any publications or websites?
- Do you have a social media profile?
- Have you had any other law enforcement contacts?
- Have you been arrested?
- Do you have a mental health history?
- Do you use drugs? Which ones?
- Have you ever been in jail or prison? For what?

# IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED VIOLENCE OR SCHOOL VIOLENCE FIELD NOTEBOOK DIVIDER

## Things to look for:

- ❑ Weapons (any kind).
- ❑ Bomb making materials (*do not touch!*)
- ❑ Maps: Schools, offices. Maps may have a legend indicating targets, plan of attack.
- ❑ Writings: Journals of thoughts. There may be a “manifesto” of the subject's issues and reasons for an attack. Random pages of anger or hate.
- ❑ Manuals: Bomb making materials, weapons manipulations, military movements, etc.
- ❑ Magazines/journals/flags/other paraphernalia: Violent extremist groups (both U.S. based or international).
- ❑ Internet: History may include sites related to violent extremist groups, weapons/explosive manufacturing, recent active shooter or other mass homicide pictures, writings.  
  
**Note:** Do not manipulate electronics to view history, pictures, etc. Wait for specialized personnel to handle those items.
- ❑ Email: Look for friends, comments and links.
- ❑ Social Media: Postings, letters, friends of possible violent extremism sites.
- ❑ Electronics:
  - Computers – Do not manipulate, unplug, or turn off electronics. Leave them as you found them.  
  
**Note:** Do not manipulate electronics to view history, pictures, etc. Wait for specialized personnel to handle those items.
  - Cell Phones – Ask for consent to search. If given permission, look for apps, internet history, social media sites, text messages. Officers may search without consent if they have a good faith belief that an emergency exists (i.e., danger of death or serious physical injury to any person).  
  
**Note:** Do not manipulate the cell phone if there is an indication that the phone may be an electronic trigger for an explosive device or if it appears that manipulating it would cause it to malfunction. In these cases officers should consult with the Bomb Squad or Major Crimes Division.
  - If Juvenile – ask for parental consent.

## Site Inspection(s):

### Residence School/Workplace

- ❑ School site search – **shall** be conducted if there is a reasonable suspicion that a search would produce evidence related to the threat or perceived threat.
- ❑ Bedroom [check doors for locks - ask why door has a lock, damage to house (how damaged)]?
- ❑ Garage - does subject store items in the garage?
- ❑ Vehicle
- ❑ Common areas (classroom/desk)
- ❑ Letters (school work or letters)
- ❑ If evidence is located, contain the location. If there is a possible second location or target location, ensure resources respond to that location and ensure it is contained.
- ❑ Storage units/locker
- ❑ Backpack/briefcase/gym bag

**Note:** When conducting a search, other than exigent circumstances, consider completing a Consent to Search form and have the subject, or someone who has legal standing sign the form.



# IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED VIOLENCE OR SCHOOL VIOLENCE FIELD NOTEBOOK DIVIDER

## WHAT TO DO

When there are indicators that the subject is planning a possible targeted mass or school violence incident, consider doing the following:

- ❑ Immediately conduct an investigation and assessment of the threat or perceived threat.
- ❑ Detain the subject (Miranda applies unless exigency exists) – possible codes to use could include 5150 WIC, 422 PC, etc.
- ❑ Immediately notify the watch commander.
- ❑ Request a supervisor to respond to the scene.
- ❑ If additional locations are identified as being involved, have additional units respond and contain those locations.
- ❑ Review the firearm registry of the Department of Justice for any firearms registered to the subject (**mandatory** for school threats).
- ❑ Be directed by detectives regarding containing the location or conducting a search.
- ❑ Notify resources (i.e., SWAT, MEU, LACDMH) of the call as needed.
- ❑ For a school threat, notify Major Crimes Division (213) 486-7220. During off-hours notify the Department Operations Center (213) 484-6700.
- ❑ Ensure all relevant facts and evidence of the threat or perceived threat are thoroughly documented in the appropriate report(s) (e.g., Investigative, Arrest, Daily Field Activities Report).

**Note:** If the threat involves a school or school activity, officers **shall** complete an IR or Arrest report and check the box “Threat of School Violence” in the MO portion. If the investigation reveals that a crime has occurred, officers shall title the IR with the applicable title of the crime and check the “Threat of School Violence” box. If the investigation reveals that no crime has occurred, officers shall complete the IR, title the report “Threat of School Violence Incident” and check the box in the MO portion. Any suspect(s) involved in the incident shall then be listed as Involved Person(s) (IP).

**Note:** The Department is required by law to keep all records of any report pursuant to any school threat. The “Threat of School Violence” box shall be checked in order to ensure compliance with the law.

Los Angeles Police Department INVESTIGATIVE REPORT

UCR CODE

COMBINED EVID. REPORT MULTIPLE DRS ON THIS REPORT

REPORT OF:

INVEST DIV. INC# DR#

CASE SCREENING FACTOR(S)

- SUSPECT/VEHICLE NOT SEEN
PRINTS OR OTHER EVIDENCE NOT PRESENT
MO NOT DISTINCT
PROPERTY LOSS LESS THAN \$5,000
NO SERIOUS INJURY TO VICTIM
ONLY ONE VICTIM INVOLVED

VICTIM

LAST NAME, FIRST, MIDDLE (OR NAME OF BUSINESS) SEX DESC HT WT AGE DOB
ADDRESS R- ZIP PHONE X
B-
E-MAIL ADDRESS CELL PHONE
DR. LIC. NO. (IF NONE, OTHER ID & NO.) FOREIGN LANGUAGE SPOKEN OCCUPATION

PREMISES (SPECIFIC TYPE) ATM

ENTRY 459/BFV POINT OF ENTRY POINT OF EXIT LOCATION OF OCCURRENCE SAME AS V/S RES. BUS. R.D. PRINTS BY PREL. INV.
METHOD DATE & TIME OF OCCURRENCE DATE & TIME REPORTED TO PD
INSTRUMENT/TOOL USED TYPE PROPERTY STOLEN/LOST/DAMAGED 03.04.00 GIVEN STOLEN/LOST RECOVERED EST. DAMAGED ARSON / VAND.

VICT'S VEH. (IF INVOLVED) YEAR, MAKE, TYPE, COLOR, LIC. NO. NOTIFICATION(S) (PERSON & DIVISION) CONNECTED REPORT(S) (TYPE & DR #)

MO IF LONG FORM, LIST UNIQUE ACTIONS. IF SHORT FORM, DESCRIBE SUSPECT'S ACTIONS IN BRIEF PHRASES, INCLUDING WEAPON USED. DO NOT REPEAT ABOVE INFO BUT CLARIFY REPORT AS NECESSARY.

THREAT OF SCHOOL VIOLENCE TRANSIT-RELATED INCIDENT MANDATORY MARSY'S RIGHTS CARD PROVIDED TO THE VICTIM MOTIVATED BY HATRED/PREJUDICE DOMESTIC VIOLENCE

REPORTING EMPLOYEE(S) INITIALS, LAST NAME SERIAL NO. DIV./DETAIL PERSON REPORTING SIGNATURE OR RECEIVED BY PHONE
NOTE: IF SHORT FORM AND VICTIM/PR ARE NOT THE SAME, ENTER PR INFORMATION IN INVOLVED PERSONS SECTION.

Complete below sections if any CASE SCREENING FACTOR(S) boxes are not checked.

SUSP'S VEHICLE YEAR MAKE MODEL TYPE INTERIOR EXTERIOR BODY WINDOWS
COLOR(S) VEH. LIC. NO. STATE 1 BUCKET SEATS 2 DAMAGED INSIDE
1 CUSTOM WHEELS 2 PAINTED INSCRIPT 3 LEVEL ALTERED 4 RUST/PRIMER 5 CUSTOM PAINT 6 VINYL TOP
1 DAMAGE 2 MODIFIED 3 STICKER 4 LEFT 5 RIGHT 6 FRONT 7 REAR 8 CUST. 9 CURTAINS 10 LEFT

S-1 SEX DESC HAIR EYES HEIGHT WEIGHT AGE CLOTHING NAME, ADDRESS, DOB, IF KNOWN; NAME, BKG. NO., CHARGE, IF ARRESTED.
PERSONAL ODDITIES (UNUSUAL FEATURES, SCARS, TATTOOS, ETC.) WEAPON (VERBAL THREATS, BODILY FORCE, SIMULATED GUN, ETC. IF KNIFE OR GUN, DESCRIBE FULLY.)
S-2 SEX DESC HAIR EYES HEIGHT WEIGHT AGE CLOTHING NAME, ADDRESS, DOB, IF KNOWN; NAME, BKG. NO., CHARGE, IF ARRESTED.
PERSONAL ODDITIES (UNUSUAL FEATURES, SCARS, TATTOOS, ETC.) WEAPON (VERBAL THREATS, BODILY FORCE, SIMULATED GUN, ETC. IF KNIFE OR GUN, DESCRIBE FULLY.)

INVOLVED PERSON(S) W - WITNESS; R - PERSON RPTG.; S - PERSON SECURING (459); D - PERSON DISCOVERING (459); P - PARENT; CP - CONTACT PERSON (DOMESTIC VIOLENCE)
NAME SEX DESC DOB ADDRESS CITY ZIP PHONE
DR. LIC. NO. (IF NONE, LIST OTHER ID & NO.) FOREIGN LANGUAGE SPOKEN B-
E-MAIL ADDRESS CELL PHONE

COMBINED EVID. RPT. USE THIS SECTION IN LIEU OF PROPERTY REPORT IF NO GUN AND NO MORE THAN THREE ITEMS OF EVIDENCE. LOC. EVID. BKD. 10.10.00 GIVEN? Y N

Table with columns: ITEM, QUAN., ARTICLE, SERIAL NO., BRAND/DRUG WEIGHT UNITS, MODEL NO., MISC.

NARRATIVE USE THE FOLLOWING HEADINGS TO DOCUMENT ALL INFORMATION REGARDING THE INVESTIGATION: ADDITIONAL PERSONS INVOLVED (separated by type); SOURCE OF ACTIVITY; INVESTIGATION; ARREST; INJURY/MEDICAL TREATMENT; PHOTOS, RECORDINGS, VIDEOS, DIOV, BWV, AND DIGITAL IMAGING; BOOKING; EVIDENCE; CANVASSING; ADDITIONAL COLLISION SUMMARY; PROPERTY STOLEN/LOST/RECOVERED/DAMAGED; AND COURT INFORMATION. NOTE: ANY OF THESE HEADINGS MAY BE OMITTED IF NOT APPLICABLE. SEE GENERAL REPORTING INSTRUCTIONS- FIELD NOTEBOOK DIVIDER, FORM 18.30.00, AND INVESTIGATIVE REPORT-FIELD NOTEBOOK DIVIDER, FORM 18.30.01, FOR FURTHER INFO.

VICTIM INDEMNIFICATION INFORMATION (IF APPLICABLE) IS ANY OF THE VICTIM'S PROPERTY MARKED WITH AN OWNER APPLIED IDENTIFICATION NUMBER? IF YES, EXPLAIN IN NARRATIVE. YES NO

APPROVAL AND REVIEW SUPERVISOR APPROVING SERIAL NO. DIVISION DETECTIVE SUPERVISOR REVIEWING SERIAL NO.
DATE & TIME REPRODUCED CLERK DIVISION CATEGORY

TRANSIT SERVICES BUREAU SECURITY SERVICES DIV CTSOB MAJOR CRIMES SHOTS FIRED USE OF FORCE NARCOTICS STOLEN AND GND/GIT FIREARM STOLEN/LOST - DSVD & R&I CRIME PROPERTY TT SUPVR CHILD ABUSE JUVENILE DIV EXTRA COPIES

BKG. NO.	BOOKING NO.	U.O.	LOC. BKD.	DRIVER'S LIC. NO.	STATE	MT	<b>ARREST REPORT</b>				UCR CODE CC:			
DR	ARRESTEE'S LAST NAME			FIRST	MIDDLE	SUF.	EVID. RPT.	CRIME RPT.	DR	INC #				
	ADDRESS						APT. NO.		J	CHI				
	CITY						STATE		MAIN	FBI				
	SEX	DESCENT	HAIR	EYES	HEIGHT	WEIGHT	BIRTHDATE	AGE	CDC #	PROBATION #				
	VEH. LIC. NO.	STATE	R.D.	AKA: LAST-	FIRST-		OR NICKNAME		<input type="checkbox"/> OFFENSE WARRANTS <input type="checkbox"/> U.S. <input type="checkbox"/> RELEASE <input type="checkbox"/> PAC <input type="checkbox"/> ADVIS					
	BIRTHPLACE (CITY/ COUNTY/ STATE/ COUNTRY)			PROB. INV. UNIT	JUV. DETAINED AT	AD. CHG	<b>ADMONITION OF RIGHTS (WHEN APPLICABLE)</b> THE ADMONITION OF RIGHTS WAS READ VERBATIM PER FORM 15.03.00 BY:							
	DIVISION	DETAIL ARRESTING	DATE ARRESTED	TIME ARR.	TIME BKD.									
	LOCATION OF ARREST				BAIL									
	TYP	CHARGE & CODE	DEFINITION	WARRANT NO.										
	ADDITIONAL CHARGES (ON ADDL. WARRS. LIST NO., COURT, AND BAIL, INCL. P.A.)										SOCIAL SECURITY NO.			
ARRAIGN. DATE		TIME	COURT	LOCATION CRIME COMMITTED				R.D.	RESIDENCE PHONE NO.					
EMPLOYER / SCHOOL														
OCCUPATION / GRADE				PHY. ODD.										
CLOTHING WORN						EXACT LOCATION / DISPOSITION ARRESTEE'S VEHICLE				HOLD FOR:				
LIST CONNECTING RPTS. BY TYPE & IDENTIFYING NOS.						VEHICLE USED (YEAR, MAKE, MODEL, TYPE, COLORS, LIC. NO., ID MARKS)				PASSE	GERS			
										M	F			
COMPLAINTS / EVID. OF ILLNESS / INJ-BY WHOM TREATED						DRIVING VEH. (DIR & NAME OF STREET) AT OR BETWEEN STREETS				RETAINED	DEPOSITED			
										\$	\$			
<b>INVOLVED PERSONS</b> Code: <b>V:</b> VICTIM <b>W:</b> WITNESS <b>P/A:</b> ARRESTING PRIVATE PERS. <b>TO:</b> TRUE OWNER <b>R:</b> PERSON RPTG. <b>459:</b> S - PERSON SECURING D - PERSON DISCOVERING <b>JUV:</b> P - BOTH PARENTS G - GUARDIAN														
NAME		V & W'S	SEX	DESCENT	D.O.B.	ADDRESS	CITY	ZIP	PHONE	X				
DRIVER LICENSE NO. (IF NONE, LIST OTHER ID & NO.)						R				<input type="checkbox"/>				
						B				<input type="checkbox"/>				
						E-MAIL ADDRESS	CELL PHONE							
DRIVER LICENSE NO. (IF NONE, LIST OTHER ID & NO.)						R				<input type="checkbox"/>				
						B				<input type="checkbox"/>				
						E-MAIL ADDRESS	CELL PHONE							
DRIVER LICENSE NO. (IF NONE, LIST OTHER ID & NO.)						R				<input type="checkbox"/>				
						B				<input type="checkbox"/>				
						E-MAIL ADDRESS	CELL PHONE							
<b>COMBINED CRIME REPORT</b>		IF MULTI ARRESTEES THIS SECTION & ABOVE CRIME RPT. CHECK BOX IS COMPLETED ON ONLY ONE FACE SHEET				TYPE OFFENSE			VICT'S OCCUPATION					
DATE AND TIME CRIME OCCURRED		TYPE PROPERTY		TOTAL	EST. DAMAGE	TYPE OF PREMISES								
				\$	\$									
459 / BFV ONLY-POINT AND METHOD OF ENTRY				WEAPON / FORCE / INSTRUMENT USED			TFV / BFV ONLY-VICT'S VEH. (YR., MAKE, TYPE, LIC.)							
MO (UNIQUE ACTIONS)														
<input type="checkbox"/> THREAT OF SCHOOL VIOLENCE		<input type="checkbox"/> TRANSIT-RELATED INCIDENT		PREMISES:			<input type="checkbox"/> GANG RELATED		<input type="checkbox"/> MOTIVATED BY HATRED / PREJUDICE		<input type="checkbox"/> DOMESTIC VIOLENCE		<input type="checkbox"/> MANDATORY MARSY'S RIGHTS CARD PROVIDED TO THE VICTIM	
<b>COMBINED EVID. RPT.</b>		USE THIS SECTION IN LIEU OF PROPERTY REPORT OF ONLY ONE ARRESTEE. NO GUN, AND NO MORE THAN 2 ITEMS OF EVID.		LOC. EVID. BKD.	10.10.00 GIVEN?	Preliminary Drug Test		SUPV. / INV. OFCR TESTING	SERIAL NO.	WITNESS OFCR.	SERIAL NO.			
ITEM	QUAN.	ARTICLE	SERIAL NO. / TYPE TEST OF DRUG	BRAND/ DRUG WEIGHT UNITS	MODEL NO. / DRUG TEST RESULT	MISC.								
<b>APPROVAL/ REPORTING OFFICERS</b>		SUPERVISOR APPROVING REPORT			SERIAL NO.	RAP SHEET ATTACHED?		REPORTING OFFICER(S)		SERIAL NO.	DIV. & DETAIL	VACATION		
		DATE & TIME REPRODUCED			DIV. CLERK	<input type="checkbox"/> Y <input type="checkbox"/> N		(P.P. ARREST OFCR, BKG. EVID. IF LISTED ON THIS PAGE)						
<b>JUVENILE DISPO.</b>			Petition Request:		<input type="checkbox"/> DETAINED <input type="checkbox"/> RELEASED <input type="checkbox"/> NON-BOOK <input type="checkbox"/> NON-BOOK WARR.		INVEST. OFCR.	SERIAL NO.	DIV.					
FINAL CHARGE, IF DIFFERENT THAN ORIGINAL (SECTION, CODE & DEFINITION)			IF REFERRED, AGENCY & PERSON ACCEPTING REFERRAL			PROPERTY BOOKED?	<input type="checkbox"/> Y <input type="checkbox"/> N		SUPERVISOR APPROVING		SERIAL NO.			
						IF YES, 10.08.00 COMPLETED?		<input type="checkbox"/> Y <input type="checkbox"/> N		JUV. COORD. REVIEWING		SERIAL NO.		
11 <input type="checkbox"/> C & R	13 <input type="checkbox"/> EXON-INNOCENT	04 <input type="checkbox"/> CYA	16 <input type="checkbox"/> JUV. TRF. MISD.	16 <input type="checkbox"/> DCFS										
11 <input type="checkbox"/> ACTION SUSP.	12 <input type="checkbox"/> REL-INSUF. EVID.	03 <input type="checkbox"/> PROBATION	17 <input type="checkbox"/> FIRE DEPT.	<input type="checkbox"/> OTHER										
14 <input type="checkbox"/> PROVED ADULT	03 <input type="checkbox"/> COMMUNITY SERVICE	05 <input type="checkbox"/> OTH. LAW ENF. AGENCY	10 <input type="checkbox"/> DEPT. MENTAL HEALTH											