

| WEBER COUNTY SHERIFF'S OFFICE | | POLICY AND PROCEDURES | |
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| SUBJECT: Accountability for Preliminary and Follow-up Investigations | | CHAPTER/SECTION NO.: 29.4 | |
| EFFECTIVE DATE: 10/7/03 | | REVIEW DATE: | |
| AMENDS/SUPERSEDES: See attached sheet | | APPROVED: <u>** See Master File Sheriff</u> | |
| STANDARD NUMBER: 42.1.4 | | | |

29.4 Policy

- 29.4.1 In most cases, the patrol section will conduct a preliminary investigation on matters reported to the Sheriff's office. Upon completion of preliminary investigation and report, the shift supervisor will make a determination concerning the follow-up disposition of the case. Investigations which cannot be conducted by deputies of the patrol section due to time, lack of resources, and/or expertise, will be referred to the Investigations or Youth Services sections.
- 29.4.2 Preliminary investigations of a uniquely administrative or sensitive nature which do not require an immediate response, may be initiated by the Investigations or Youth Services sections. Such investigations include, but are not limited to, vice, white collar crimes, and special/covert operations.
- 29.4.3 It will be the responsibility of the Investigations supervisors directing the follow-up investigation of a case to maintain a record of the cases to be investigated, the assigned deputy or detective, case disposition, and other pertinent information. Such records serve to establish investigative continuity.
- 29.4.4 Investigations of an internal affairs nature will be assigned to the Internal Affairs

Unit, unless resolved by involved deputies' supervisor/s in which case the completed investigation and resolution will be documented and forwarded to the Internal Affairs Unit for review. Internal Affairs investigators will report all findings directly to the Sheriff or the Chief Deputy.