

WEBER COUNTY SHERIFF'S OFFICE		POLICY AND PROCEDURES	
SUBJECT: Preliminary Investigations		CHAPTER/SECTION NO.: 29.8	
EFFECTIVE DATE: 10/7/03		REVIEW DATE:	
AMENDS/SUPERSEDES: See attached sheet		APPROVED: <u>**See Master File</u> Sheriff	
STANDARD NUMBER: 42.2.2			

29.8 Policy

- 29.8.1 Preliminary investigations may often lead to the successful conclusion of a case thus eliminating the need for follow-up investigation. The following steps should be completed as appropriate:
- A. Observing all conditions, events, and remarks.
 - B. Locating and identifying witnesses.
 - C. Maintaining the crime scene and protecting evidence.
 - D. Interviewing the complainant and witnesses.
 - E. Interrogating the suspect (except for major crimes).
 - F. Arranging for the collection of evidence.
 - G. Effecting the arrest of the suspect.
 - H. Documenting the incident completely and accurately on the appropriate Weber County Sheriff's Office report forms and/or supplements.
- 29.8.2 The completion of a preliminary investigation will not preclude the primary deputy from being assigned to the follow-up investigation. This determination will be made by the deputy's supervisor.