



WEBER COUNTY SHERIFF'S OFFICE

POLICY AND PROCEDURES

ASSIGNMENT OF INVESTIGATIVE CASES

EFFECTIVE DATE: 05/15/08
 AMENDS/SUPERCEDES:
 STANDARD NUMBER: 42.1.2

REVIEW DATE: 05/15/08
 REVISION DATE: 05/15/08

APPROVED: _____
 Sheriff Signature

29.2.1 Purpose

The purpose of this policy is to identify those methods used in assignment of cases in the Investigations Section.

29.2.2 Rationale

The screening of preliminary investigative Information should assist in the decision process on whether a follow-up investigation should be conducted.

29.2.3 Policy

The Weber County Sheriff's Office uses a community policing model regarding assignment of investigators to cases in geographical/community areas. Investigators are normally assigned cases which occurred in their respective precinct/community area. Consideration may also be given to nature of crime (i.e. sex crimes, youth crimes, financial etc.), and investigator skills, expertise, and training, when assigning cases.

29.2.4 Procedure

A. Application of Investigation Time and Resources

1. The commitment of time and resources to criminal investigations will be determined by the investigations supervisors, on the basis of established solvability and degree of seriousness factors. Investigative efforts will be suspended where leads, suspects, witnesses, evidence or solvability factors no longer exist. This standard may not apply to those cases of serious or community sensitive nature.

B. Criteria Used to Assign Cases for Follow-Up

1. Solvability factors will be used as the basis for assigning cases for follow-up investigation. If such factors fail to produce

investigative leads within a 30 day period, the investigation may be deemed inactive by a supervisor.

2. Based on the seriousness, complexity, or community sensitivity of a case, some cases may remain active longer than 30 days as determined by the investigations supervisor.

C. Evaluation and Screening of Investigation Cases

1. The Weber County Sheriff's Office has adopted a case screening system whereby solvability factors determine the continued investigation of criminal complaints.
2. The investigation factors which require that follow-up be conducted are:
 - a. Is evidence present that will lead to identifying a suspect?
 - b. Are there witnesses?
 - c. Was a suspect arrested?
 - d. Can a suspect be named?
 - e. Can a suspect be identified?
 - f. Can a suspect be located?
 - g. Can a suspect vehicle be identified?
 - h. Was there a major injury or dangerous felony?
 - i. Is the crime of a community sensitive nature?
3. If either of the last two questions can be answered in the affirmative, a follow-up investigation will be conducted.

D. Conditions Factors

1. At the direction of the investigations supervisors, where conditional factors exist, a follow-up investigation may be conducted. The following are conditional factors:
 - a. Was the victim hospitalized?
 - b. Is the stolen property traceable?
 - c. Is there physical evidence present?
 - d. Is there significant M.O. present?
 - e. Does the crime indicate a pattern?
 - f. Witnesses

E. Resources to be used in Follow-Up

1. Investigations supervisors will evaluate each investigator's workload and progress on assigned cases. Workload/Case evaluations should occur at least monthly or more often as circumstances require.

2. Workload/Case evaluations will include the continued application of solvability and degree-of-seriousness factors. The purpose for such evaluations is to assess demands on Bureau resources as they relate to ongoing investigative activity.

F. Case Manager

1. Unless otherwise directed by Investigations supervisors, cases assigned for follow-up investigation will be the responsibility of one case manager or detective assigned.