



WEBER COUNTY SHERIFF'S OFFICE
POLICY AND PROCEDURES
CONTROL OF INVESTGATIVE & UNDERCOVER
EQUIPMENT

EFFECTIVE DATE: 10/07/03 AMENDS/SUPERCEDES: 30.4, 30.5 STANDARD NUMBER: 43.1.4	REVIEW DATE: 05/30/05 REVISION DATE: 05/30/05 APPROVED: _____ Sheriff Signature
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30.4.1 Purpose

To establish a system for the authorization, distribution and use of undercover and surveillance equipment.

30.4.2 Rationale

It is necessary to establish a system of controls, policies and procedures to prevent the unauthorized use, and loss of sensitive and expensive specialty equipment.

30.4.3 Policy

- A. Control of investigative and undercover equipment will be the overall responsibility of the Investigations Section Lieutenant or designee.
- B. The use of investigative and undercover equipment will be strictly monitored by the Investigations Lieutenant or designee to prohibit unauthorized use and loss of the equipment.
- C. The Investigations Lieutenant or designee should periodically verify that all investigative and undercover equipment is available and in good repair for any future use.

30.4.4 Procedure

- A. If an investigator feels that investigative or undercover equipment will be needed, he/she will contact his/her immediate supervisor who will forward the request through the chain of command to the Investigations Section Lieutenant.

30.4 – Control of Investigative and Undercover Equipment

- B. If approved, the Investigations Section Lieutenant or designee will contact the investigator and/or his/her immediate supervisor as to when the equipment may be collected.
- C. The Investigations Section Lieutenant or designee will be responsible for the return of the equipment to the Investigations Section once the equipment is no longer needed.
- D. Once the equipment is returned, the Investigations Lieutenant or designee will inspect it and verify that all parts are accounted for and in good repair for future use.