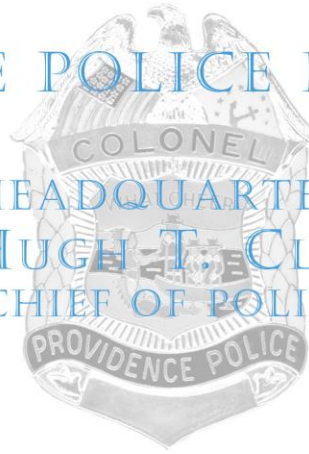


# PROVIDENCE POLICE DEPARTMENT

HEADQUARTERS

COLONEL HUGH T. CLEMENTS, JR.

CHIEF OF POLICE



<b>TYPE OF ORDER</b>	<b>NUMBER/SERIES</b>	<b>ISSUE DATE</b>	<b>EFFECTIVE DATE</b>
General Order	360.06	5/6/2018	5/6/2018
<b>SUBJECT TITLE</b>		<b>PREVIOUSLY ISSUED DATES</b>	
Criminal Intelligence		7/14/2014	
<b>REFERENCE</b>		<b>RE-EVALUATION DATE</b>	
CALEA 40.2.3		5/6/2021	
<b>SUBJECT AREA</b>		<b>DISTRIBUTION</b>	
Law Enforcement Operations		All Sworn Personnel	

## **PURPOSE**

The purpose of this policy is to provide guidelines for the collection, distribution and control of criminal intelligence used by the Providence Police Department. The use of criminal intelligence for the overall accomplishment of the Department's mission requires specific procedures for file maintenance and security.

## **POLICY**

It is the policy of the Providence Police Department to identify those types of criminal activity which require specialized intelligence information gathering. All intelligence information and files shall be obtained in a legal manner and verified to the extent practical. Intelligence information shall be controlled and disseminated only to serve a legitimate law enforcement purpose.

## **DISCUSSION**

The Department recognizes that it must collect, assess, and disseminate criminal intelligence in order to carry-out the Department's mandate to protect society by managing and directing the Department's resources to its best advantage in combating crime.

This policy is designed to bring about an equitable balance between the civil rights and liberties of citizens and the needs of law enforcement to collect and disseminate criminal intelligence on the conduct of persons and groups who may be engaged in systematic criminal activity.

No information will be knowingly submitted or accepted by the Department, nor maintained knowingly in the Department's files, that concerns political, religious, or social views; or the associations or activities of any individual, group association, corporation, business, partnership, or other organization; unless such information directly relates to an investigation of criminal activity, and only when there is reasonable suspicion that the subject of the information is or may be involved in said criminal activity.

For the purpose of this General Order, the following definitions shall apply:

*Criminal Intelligence*: Information compiled, analyzed, and/or disseminated in an effort to anticipate, prevent, or monitor criminal activity and issues pertaining to Homeland Security.

*"Need to Know"*: The requirement that the information requested is both pertinent and necessary for the requesting individual or agency to initiate, further, or complete an assigned law enforcement task.

*"Right to Know"*: The official capacity and statutory authority for the requesting individual or agency to receive requested criminal intelligence information.

## **PROCEDURE:**

### **I. COLLECTION AND ASSESSMENT**

- A. Criminal intelligence collection must conform to federal, state, and local laws. The collection of criminal intelligence is only permitted to fulfill a legitimate criminal investigative purpose.
- B. Criminal intelligence may be received via established in-house investigative practices or from credible outside sources or other law enforcement agencies.
- C. Criminal intelligence should include as much specific and articulable facts to substantiate the appropriate level of suspicion or elements of criminal activity.
- D. Upon the collection of criminal intelligence, an assessment will be made as to the validity, credibility and reliability of the information. Every effort will be made to ensure that information collected either rises to at least the level of reasonable suspicion of alleged criminal activity or relates to activities that present a potential threat to the jurisdiction.

### **II. DISSEMINATION AND STORAGE**

- A. Criminal intelligence data will be stored within the various branches of the Investigative Division and/or in restricted-access electronic folders and files located on the Department's computer network. The Commanding Officer of the Investigative Division or designee(s) shall ensure that:

1. A documented review of all criminal intelligence files occurs at least annually in order to ensure that any outdated and/or irrelevant material is purged.
  2. A documented review of procedures and processes relating to criminal intelligence collection, assessment, storage, and dissemination occurs at least annually in order to ensure the integrity and security of the criminal intelligence function.
- B. Only members of the Department who have a valid need to know and right to know as part of their official performance of duty will be allowed access to the criminal intelligence data that is commensurate with that duty.
- C. Personnel authorized by the Chief of Police or designee can exchange criminal intelligence and/or liaison with outside law enforcement agencies. This is to ensure that credible and timely information is shared with affected local, state, and federal agencies.
1. Criminal intelligence developed by the Department relating to terrorist activity shall be relayed to authorized agencies via the Department's liaison within the Investigative Division. These authorized agencies include the RI Fusion Center and the FBI Joint Terrorism Task Force.
- D. Dissemination of criminal intelligence to outside agencies shall occur if and only if said agencies have federal or statutory authority to conduct a criminal investigation and the intelligence sought pertains to the particular criminal investigation at issue.
1. This shall not preclude the dissemination of criminal intelligence to a government official or to any other entity whenever exigent circumstances arise, as determined by the Chief of Police of the Commissioner of Public Safety.

### **III. OUTSIDE AGENCY SOURCES OF INTELLIGENCE**

- A. Other Law Enforcement Agencies – Intelligence received from other law enforcement agencies will be controlled and distributed consistent with the procedures outlined in this policy.
- B. NESPIN – Authorized personnel may access The New England State Police Information Network (NESPIN) to utilize that clearinghouse for intelligence purposes. Access to NESPIN will be pursuant to Federal Law 28 CFR Part 23. This network service can be monitored for trends and intelligence throughout the New England Region.

- C. The RI Fusion Center, which is operated and controlled by the Rhode Island State Police, may be utilized for receipt and distribution of criminal intelligence information to and from various law enforcement agencies throughout the State of Rhode Island.
- D. "Rhode Island's Most Wanted" website, an online internet resource that provides information to the Rhode Island law enforcement community, may be used as a tool to assist with cases/investigations.
- E. Anti-Terrorism Advisory Council (ATAC) – Intelligence information bulletins can be a valuable resource for current and credible intelligence in reference to actual and suspected terrorist incidents and/or individuals.

**IV. TRAINING**

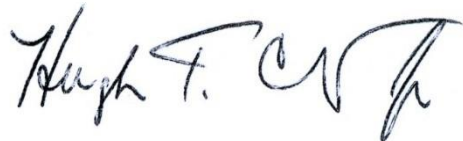
- A. All agency personnel will receive training pertaining to the collection, assessment, dissemination, and storage of criminal intelligence that is commensurate with their individual need to know, right to know, and assigned job function.

**APPROVED:**



STEVEN M. PARÉ  
COMMISSIONER  
DEPARTMENT OF PUBLIC SAFETY

**APPROVED:**



HUGH T. CLEMENTS, JR.  
COLONEL  
CHIEF OF POLICE