MAUI COUNTY POLICE DEPARTMENT

GENERAL ORDERS
CHAPTER 306
PLANNING AND RESEARCH

Effective date: 03/23/20   Revision date: 2/05/20   Rescinds: GO 306.2 (09/01/98)
                                                                  New materials underscored

Accreditation Standards: 40.1.1, 40.1.2

CRIME ANALYSIS
G.O. 306.2

I.   PURPOSE

        To establish crime analysis as a police function for collecting, collating, analyzing and
        disseminating criminal activity data.

II.   POLICY

        It is the policy of the Maui Police Department to utilize information obtained from available
        crime data sources to identify crime trends, assist in the identification of crime prevention
        strategies, and to identify and analyze individual methods of operation.

III.   DEFINITIONS

        CAD: Computer aided dispatch system that provides customized dispatch, inquiry task areas, and
        mapping features.

        CRIME ANALYSIS: The process of systematically examining crime incidents, criminal
        behaviors and characteristics, and other relevant events in an effort to achieve crime control
        goals through the implementation of appropriate strategies and tactics. Crime analysis, as stated
        in this directive, also includes the analysis of non-criminal incidents such as motor vehicle
        accidents, miscellaneous accidents and miscellaneous services.

        RMS: Acronym for the Maui Police Department Record Management System. RMS is a
        computerized police records system for Maui County, which provides for the storage and
        retrieval of offense and incident reports, arrestee information, and the collection and analysis of
        crime data for patternable offenses.

IV.   STRUCTURE

        It is the policy of this Department to conduct and utilize crime analysis. The Research Analyst,
        who reports to the commander of the Quality Assurance Section, shall be responsible for the
        crime analysis function on a Department-wide level.

V.   FUNCTION

A.   The Records Section is the Department's central repository for the collection of crime data. Crime data is collected from the Department's official police reports and recorded in the Department's Records Management System.

B.   Personnel may then utilize data for crime analysis from the Department's Records Management System.

1.   The Research Analyst will be responsible for analyzing crime data on a department-wide level.

2.   Special requests for the analysis of crime data shall be made via channels to the Research Analyst.

a.   All requests for crime analysis information originating outside the Department will be directed to the Research Analyst via the Chief of Police, or designee.

b.   All requests for crime analysis information received by the Research Analyst shall be logged. The log shall include:

(1)   The name of the requestor

(2)   The date the information was requested

(3)   The type of information requested, and

(4)   The date the information was provided to the requestor.

VI.   PROCEDURES

Information from the analysis of crime data provides timely and pertinent information for efficient administrative, strategic, and tactical planning. The information obtained by analyzing crime data can be used to detect crime patterns and suspect correlations, forecast crime trends, and in the allocation of resources.

The process of crime analysis consists of five related functions: data collection, data collation, analysis of crime data, report dissemination and feedback and evaluation.

A.   Data Collection: The Department utilizes a CAD system that is linked to RMS. Both systems provide a compilation of statistical and data summaries of the Department's activities. Data on crime and known offenders may be obtained from incident reports and arrest reports, accessed through CAD and RMS.

B.   Data Collation: Crime information stored in the Department RMS can be sorted and retrieved, as information is needed. Personnel utilizing the crime analysis information must then determine the existence of crime patterns or crime/suspect correlations for subsequent comparison and analysis.

C.   Analysis of Crime Data:

1.   The analysis of crime data consists of comparing pieces of information, which have been collected, and placing these pieces together to show a pattern or relationship between variables.

a.   Determining similarities among crimes aids the Department in successful intervention of criminal activity.

b.   Information regarding crime suspect correlations may also be analyzed to determine possible matches between potential suspects and crimes.

c.   By identifying potential and actual police hazards, the agency can develop optimum strategies and tactics necessary to prevent or suppress criminal activity.

2.   Factors included in the crime analysis function shall include, but are not limited to, the following:

a.   Frequency of occurrence by type of crime.

b.   Geographic crime patterns.

c.   Chronological factors such as time of occurrence for a given offense.

d.   Victim and target descriptors.

e.   Suspect descriptors, when information is available.

f.   Suspect vehicle descriptors, when information is available.

g.   Modus operandi factors.

h.   Physical evidence left by the perpetrator.

i.   Community policing strategies, if any.

3.   Crime trend data provides information for short-term crime prevention and suppression as well as to make informed long range planning decisions regarding manpower and resource projections for multi-year periods.

D.   Report Dissemination

For crime analysis information to be used effectively, it must be disseminated to the appropriate personnel in a timely manner.

1.   The Research Analyst shall produce and distribute regular reports of crime analysis data, to include monthly and annual administrative reports on crime trends to the appropriate personnel.

   a.   Community Oriented Police Officers Monthly Reports

      Produced monthly, these reports include information on current crime trends and patterns for each officer's community.

   b.   Monthly Crime Trend Bulletin

      This report is produced monthly for each Police District. Each report includes Part I offenses, the top ten calls for service, and the number of calls for service by town, day and hour. Monthly Crime Trend Bulletins are disseminated to departmental personnel via Administrative Order.

      (1)   Chief of Police

         This report will be used as the primary source of routine briefing information on crimes trends presented to the Chief of Police. In addition to the Monthly Crime Trend Bulletin, the Research Analyst will inform the Chief of Police of crime patterns and trends as they occur.

   c.   District Property Reports

      Produced monthly, this report provides a one year overview of property crimes in Districts I, IV and VI. The reports are distributed monthly via email to the District Commander and the CID Supervisor of the respective Districts.
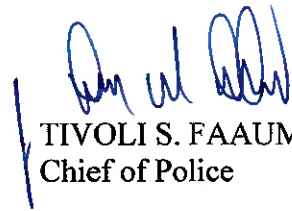
   d.   Ad Hoc Reports

      Produced as requested, and describes a specific crime pattern.

E.   Feedback and Evaluation

Element Commanders may submit concerns, comments and recommendations regarding the usefulness of crime analysis reports to the Research Analyst.

Comments received from Element Commanders shall be used to modify and amend the Crime Analysis General Order.

TIVOLI S. FAAUMU
Chief of Police