

<b>DUNCANVILLE POLICE DEPARTMENT GENERAL ORDERS</b>	
SUBJECT: News Media Relations	GO 6.04
EFFECTIVE DATE: December 31, 2013	APPROVED:
AMENDS/SUPERSEDES: R80-031 ISSUED: January 1, 1980	Robert D. Brown, Jr. Chief of Police

I. OBJECTIVES

To assure cooperation between the news media and the department, release of appropriate information to the news media for dissemination to the community, restriction of information which, if released, would be detrimental to the achievement of departmental objectives or harmful to individuals or organizations.

II. RULES

- A. Employees shall extend cooperation to members of the news media consistent with departmental policies, provided the investigation or prosecution of a police case is not jeopardized. A situation with the news media, which cannot be resolved, shall be referred to the chief of police, assistant chief of police, or watch commander.
- B. Preferential treatment in derogation of departmental objectives shall not be extended to any representative of the news media.
- C. An employee shall not, in an official capacity, solicit the aid of the news media for personal gain.
- D. Photographing by the news media of any individual in custody will not be authorized within the confines of a department facility except on authorization of the ranking officer on duty. When escorting a prisoner outside departmental facilities, photographing by news media will not be restricted.
- E. Upon proper identification, news media representatives may be permitted inside police lines to take photographs. The evidence gathering area may be restricted at the discretion of the officer in charge. Photographing outside established lines would not be restricted. The first amendment does not guarantee the news media constitutional right of special access to information available to the public generally.
- F. Representatives of the news media may be provided photographs by the records division when authorized by competent authority and the release will not jeopardize an investigation or be detrimental to the department.
- G. An employee shall not release the name of a deceased person until identification has been verified and an earnest effort has been made to notify the next of kin and if no next of kin can be located, the nearest relative.

- H. Information which may be released:
1. A victim's name, address, age, sex, and race.
  2. The name, address, and physical description of a suspect and vehicle being sought for a crime.
  3. Weapon used in a crime.
  4. Amount of money or property taken in a crime.
  5. Type of force used.
  6. Injuries to the victim or suspect.
  7. Facts and essential circumstances of arrests or incidents include charges. An arrestee's name, alias, race, sex, age, occupation, id number, and physical condition, who made the arrest, the date and time of the arrest, court in which case was filed, release, transfer, and bonding information, place of arrest.
  8. Information from the offense report, which is a matter of public record, includes the offense committed, location of the offense, complainant, the premises involved, the date, time, and day of occurrence, property involved, weather condition and the names of investigating officers.
- I. Information which shall not be released:
1. Synopsis of a purported confession, officers' speculations of a suspect's guilt, officers' views as to the credibility of witnesses, statements by informants, ballistics reports, fingerprint comparisons, blood and other laboratory tests.
  2. Statements made by a suspect after arrest.
  3. Details of suspects' previous arrest record, and criminal history.
  4. Names and addresses of juveniles taken into custody, unless authorized by juvenile court order.
  5. Information pertaining to witnesses.
  6. Testimony presented to a grand jury.
  7. Identification of informants (unless required by law)
  8. Information relating to litigation of a criminal or civil nature and settlement negotiations, to which the state or political subdivision is, or may be a party, or to which an officer or employee of the state or political subdivision as a consequence of employment or office is or may be a party or that the attorney general or the respective attorneys of the various political subdivisions has determined should be withheld from public inspection.