

PALM BEACH GARDENS POLICE DEPARTMENT

DECOY OPERATIONS

POLICY AND PROCEDURE 3.2.12

Effective Date :

04/02/12

Accreditation Standards:

CALEA 43.1.5

CFA 18.13M

Review Date:

06/01/2014

CONTENTS

1. Procedure

2. Decoy Operations Responsibility

3. Supervisor for Decoy Operations

4. Planning and Organizing the Operation

5. Glossary

PURPOSE: To provide guidelines to be used in decoy operations.

SCOPE: This policy and procedure applies to all officers involved in a decoy operation.

REVIEW RESPONSIBILITY: Investigations Bureau Commander

POLICY: Whenever decoy tactics are required or warranted, this department may utilize such tactics by replacing the potential citizen/victim with a police officer in a covert status to attempt an apprehension or combat a specific crime problem. When decoy tactics are used in enforcement efforts, officers should first consider officer safety and the manner in which the operation is to be conducted to control the application of enforcement.

1. PROCEDURE

- a. Decoy operations shall be conducted only after an analysis has been made of victims, crimes, and crime locations.
- b. Prior to using a decoy, the assigned supervisor(s) shall obtain crime analysis information to determine the proper deployment tactic.
- c. Information from the Crime Analyst should include daily crime summaries, criminal intelligence data, and confidential informant information, information from police officers and reports from communications or records.

2. DECOY OPERATIONS RESPONSIBILITY:

- a. It shall be the responsibility of the Investigations Bureau Commander or designee to coordinate any deployment of a decoy operation.

3. SUPERVISOR FOR DECOY OPERATIONS:

- a. Any authorized supervisor or investigator in charge of a special investigative assignment, decoy operation, fixed or moving surveillance, shall notify the appropriate shift supervisor, communications and/or the appropriate agency, if needed, of the nature of the assignment and personnel and vehicle(s) involved if:
 - i. The assignment is likely to require patrol and/or radio communications assistance.
 - ii. The assignment is to be conducted during a time span not considered to be part of normal investigative duty hours.

- iii. The decoy operation, surveillance or other activity expected to take place may generate inquiries or calls for service to the department.
- iv. Palm Beach Gardens police officers go into another city to effect an arrest.
- b. The Investigations Bureau Commander or designee shall be kept abreast of plans and activities throughout the operation by the supervisor or investigator in charge if so assigned this reporting assignment.
- c. The assigned supervisor should consider the following before initiating a decoy operation:
 - i. What are the operation goals?
 - ii. How to obtain the objectives?
 - iii. Location of the targeted area, which may include:
 - 1. What neighborhood?
 - 2. Surrounding?
 - iv. Who are the targeted suspect(s)?
 - v. What equipment should be supplied?
 - vi. What backup equipment maybe necessary?
 - vii. What funds, if any, should be made available?
 - viii. What legal issues may be encountered and possible steps to solve them?
 - ix. When, if and how arrests will be made?
 - 1. Warrant.
 - 2. Immediate.
 - x. Backup security.
 - xi. Supervision.
 - xii. Relief of investigators or teams.

4. PLANNING AND ORGANIZING THE OPERATION:

- a. Disguising officers shall be as follows:
 - i. The officer best suited for each particular decoy operation should be selected.
 - ii. The decoy should adapt his/her appearance and demeanor as that of the target citizen/victim.
 - iii. The proper number of support officers should be selected and given cover appearance.
- b. Support officers consideration shall be as follows:
 - i. The primary factor in determining the number of support officers to be utilized is officer safety.
 - ii. The number of support officers will vary, depending upon factors such as the type of offense, number of offenders, and the decoy location.
 - iii. The supervisor in charge of the particular decoy operation will be responsible for the selection, number, and assignment of support officers.
 - iv. Support officers will maintain visual contact with the decoy at all times during the operations.
- c. Communications consideration shall be as follows:
 - i. Prior to any decoy operation, a radio frequency will be designated for utilization.
 - ii. Each support officer will be equipped with a portable radio or other transmitter-receiver as designated by the decoy operation supervisor.
 - iii. A visual means of communication between the decoy and support officers will be established as a secondary method, e.g., hand signal with white handkerchief.
 - iv. The decoy may be equipped with a portable radio or other transmitting device.
- d. Identification of officers shall be as follows:
 - i. All officers assigned to a decoy operation will have their authorized credentials and identification readily accessible.
 - ii. Support officers who will be involved in the apprehension of suspects will have an observable means of identification, such as:
 - 1. Department authorized radio, jacket and hat; or
 - 2. Officers in plain clothes may wear a head band, arm band, or other identifier authorized by the decoy

operations supervisor.

e. Appropriate supervisor's considerations shall be as follows:

- i. All decoy operations shall be conducted under the authority of the Investigative\Administrative Division Assistant Chief.
 - ii. The designated supervisor shall notify as needed, the Investigations Bureau Commander and the Investigative\Administrative Division Assistant Chief of the results.
 - iii. The Chief of Police will be notified by the Assistant Chief or Bureau Commander.
- f. Conducting decoy operations shall be as follows:
- i. Conducting decoy operations can be dangerous for the officers involved. The use of the following types of communication shall be planned to include:
 1. Radio.
 2. Hidden microphone.
 3. Visual observation.
 4. Hand signals.
 - ii. The designated supervisor of a decoy operation shall be responsible for:
 1. Completing a decoy plan of operation which shall not be part of the case file and include the identification and analysis of:
 - a. Probable offenders.
 - b. Habits.
 - c. Associates.
 - d. Vehicles.
 - e. Methods of operation.
 - f. Victims involved.
 2. Familiarization of decoy agents with the target area.
 3. Determining operational procedures for:
 - a. Observation.
 - b. Arrest.
 4. Selecting equipment and vehicles.
 5. Supplying agents with expense funds when needed.
 6. Determining legal ramifications.
 7. Briefing of involved investigator on the goals and objectives of the operation.
 8. Maintaining accurate records and files to include a chronological log of the decoy activities. These logs can initially be voice recorded or handwritten.
 - iii. Outlining for investigators the objectives of the operation which may include:
 1. Obtaining evidence only.
 2. Obtaining information only.
 3. Effecting arrest.
 - iv. Assuring that the investigator is properly prepared for the assignment.
 1. Dress or disguises.
- g. Arrests in conjunction with a decoy operation will be conducted in accordance with the arrest policy and existing state law.
- h. The decoy operation supervisor will closely supervise the operation, placing emphasis on officer safety and the legal guidelines that may affect the outcome of the operation.

5. DEFINITIONS:

Decoy Operation - Anyone of various techniques for simulating a potential crime victim, with surveillance maintained by officers (usually in plain clothes) in a position to make arrests.

INDEX AS:

- DECOY OPERATIONS

RESPONSIBILITY INDEX

- CHIEF OF POLICE
- INVESTIGATIONS\ADMINISTRATION ASSISTANT CHIEF
- INVESTIGATIONS BUREAU COMMANDER
- INVESTIGATIONS SUPERVISORS
- OFFICERS
- CRIME ANALYST
- COMMUNICATIONS

DRAFTED: SDD /04-02-12 FILED: 3.2.12.pdf

APPROVED:



Stephen J. Stepp
Chief of Police

04/02/12
Date