

**Lower Providence Township Police Department
Eagleville, Pennsylvania**

General Order ☒
Special Order ☐
Personnel Order ☐

ORDER NUMBER

204

Subject

Hate Crimes

Date of Issue

January 29, 2020

Effective Date

January 29, 2020

Expiration Date

**Until Amended or
Rescinded**

Issued by:

Michael Jackson, Chief of Police

Amends

Rescinds

All Previous Orders

Standard Number:

2.2.1

Distribution

- 1. General Order Manuals**
- 2. Records Manual**
- 3. Reading Verification to all Personnel**

I PURPOSE

This policy is designed to assist employees in identifying crimes motivated by bias toward an individual's race, color, religion, or national origin and to define appropriate steps for assisting victims and apprehending suspects.

II POLICY

The Lower Providence Township Police Department will take a proactive role in promoting peace and harmony within the community and in ensuring that the rights guaranteed by state law and the U. S. Constitution are protected for all citizens regardless of their race, color, religion, or national origin. When such rights are infringed upon by violence, intimidation, threats, harassment or other acts, this department will use every necessary resource to rapidly and decisively identify the perpetrators, arrest them, and bring them before the court.

All acts of violence or threats regarding race, color, religion or national origin will be viewed as serious and the investigations will be given priority attention. Such acts all invariably generate fear and concern among the victims and the public and have the potential of recurring thus escalating and possibly causing counter-violence. Therefore, particular attention shall be paid to addressing the security and related concerns of the immediate victims as well as their families and others affected by the crime.

III DEFINITIONS

A racially, national origin, color or religious targeted incident is an act, or a threatened or attempted act, by any person or group of persons against the person or property of another individual or group that may in any way constitute an expression of racial, color, national origin, or religious hostility. This includes threatening phone calls, hate mail, physical assault, criminal mischief, arson and harassment. This list is not all-inclusive. Some incidents may not clearly fit a specific definition. In these cases, a common-sense approach must be used. If an incident appears as an incident of racial, color, religious, or national origin bias, it should be investigated as such. Verification can be made during the investigation. Officers must recognize that single incidents such as criminal mischief or threats may initially appear less serious when viewed in the larger content of all crime. Incident reports should be reviewed for patterns of incidents occurring at either the same location, or directed at a particular individual or group. Very often what may seem to begin as a small incident has later escalated into a more serious crime.

- A. Hate Crime: Any unlawful action designed to frighten, harm, injure, intimidate or harass an individual, in whole or in part, because of a bias motivation against the actual or perceived race, religion, ethnic background, or sexual orientation of the victim.
- B. Race: A group of persons who possess common physical characteristics genetically transmitted by descent and heredity that distinguish them as a distinct division of humankind.
- C. Ethnic Group: A group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions.
- D. Religious Group: A group of persons of the same religious beliefs regarding the origin and purpose of the universe and the existence of a Supreme Being.
- E. Sexual Orientation: A sexual attraction toward, and responsiveness to, members of one's own sex or members of the opposite sex.

IV REGULATION

It shall be the policy of this department to bring the investigation and enforcement elements of the police department into quick action following any and all reported and observed incidents of racial, color, religious, or national origin hatred. There is to be special emphasis placed on the victim assistance and community concerns in order to reduce victim/ community trauma or fear. It must be remembered that the actions taken by this agency in dealing with these types of incident are visible signs of concern and commitment to the community on the part of Lower Providence Township and its police department.

The proper investigation of racial color, religious or national origin incidents is the responsibility of all Lower Providence Township Police Officers. Each officer must be sensitive to the feelings, needs and fears that may be present in the community as a result of incidents of this nature.

When an officer on the scene has any indication that an incident is of racial, color, religious, or national origin bias, the following procedures are to be activated. To achieve a thorough investigation and a sensitive response to the victims and the community, responsibilities shall be as follows:

- A. Investigating Officer shall:
 - 1. Determine whether any perpetrators are present and, if so, take appropriate enforcement action.
 - 2. Respond in a sensitive way to the feelings of the victim(s).
 - 3. Restore order and summon a field supervisor to the scene.
 - 4. Seek medical attention for the injured.
 - 5. Preserve the crime scene.
 - 6. Immediately take all possible investigative and enforcement actions.
 - 7. Prepare a detailed report.
 - 8. Make a thorough follow-up investigation to ensure that the police are doing everything possible to eliminate the fear factor and apprehend the suspect(s).
- B. The Field Supervisor shall:
 - 1. Respond immediately to the scene of all incidents.
 - 2. Ensure all procedures are being followed by the initial officer at the scene.
 - 3. Assist with medical attention.
 - 4. Notify the Detective Sergeant for investigative assignment and assistance.
 - 5. For serious incidents notify the Lieutenant and the Chief of Police.
 - 6. Ensure the scene is properly processed and evidence removed if investigative personnel are not responding.

7. Assist the victims as soon as possible, assuring them of appropriate police response.
 8. Ensure all relevant facts are documented on proper reports.
 9. Express empathy for the victim and allow a period in which the victim can ventilate immediate concerns and express feelings.
 10. Arrange for the immediate increase in patrols throughout the affected area. If the potential still exists for further acts of violence, then a unit should be assigned to a fixed post in the area.
 11. Maintain contact with community leaders concerning the progress of the investigation.
 12. Provide security and precautionary advice to the victim and arrange for any additional security that may be required.
- C. Response of Investigative Personnel
1. Assume control of the crime scene and follow-up investigation.
 - a. Debrief all on location of the incident, including comprehensive interviews with all victims and witnesses and a neighborhood canvass.
 - b. Retrieve all evidence.
 - c. Photograph and process the crime scene.
 - d. Maintain a complete case file.
 - e. Contact appropriate state, county and federal agencies.
 - f. Maintain liaison status with outside agencies.
 - g. Keep the department informed about the investigation.
 2. Take the lead role in providing ongoing assistance to the crime victim.
 - a. Contact the victim periodically to determine whether adequate and appropriate assistance is being received.
 - b. Provide ongoing information to the victim about the status of the criminal investigation.

Michael Jackson

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Chief of Police