

Lower Providence Township Police Department Eagleview, Pennsylvania		
General Order <input checked="" type="checkbox"/> Special Order <input type="checkbox"/> Personnel Order <input type="checkbox"/>		ORDER NUMBER 612
Subject Evidence Room Accessibility		
Date of Issue February 17, 2020	Effective Date February 17, 2020	Expiration Date Until Amended or Rescinded
Issued by: Michael Jackson, Chief of Police		
Amends		Rescinds All Previous Orders
Standard Number: 3.6.4		
Distribution 1. General Order Manuals 2. Records Manual 3. Reading Verification to all Personnel		

I. PURPOSE

The purpose of this general order is to establish guidelines for maintaining the integrity of the Evidence Room.

II. POLICY

It is the policy of the Lower Providence Township Police Department to ensure that evidence and/or recovered property in its custody is properly secured, stored, and readily retrievable. Additionally, any changes in the custody of the evidence and/or recovered property are properly and fully documented.

III. PROCEDURE

A. Evidence Room Accessibility

1. Only authorized personnel have access to areas used for storage of evidence and/or recovered property.

The Chief of Police has authorized the following members for access to the Evidence Room:

- a. Detective Sergeant
- b. Members of the Detective Division or other police or staff personnel as specifically designated by the Chief of Police.

Michael Jackson

Michael Jackson
Chief of Police

