



SPECIAL ORDER



SERIES

83

NUMBER

32

EFFECTIVE DATE

April 14, 1983

revised by 97-17 7-22-89

SUBJECT:

Use of Police Facilities

DISTRIBUTION

A

ORIGINATING UNIT

PDD

EXPIRATION DATE

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It has come to my attention that some members of the force who are in an indefinite suspension or on administrative leave pending termination are frequenting and making use of Metropolitan Police Department facilities, and possibly records. THIS PRACTICE SHALL CEASE IMMEDIATELY.

Except as indicated below, members in any one of the above categories shall not be permitted to use or frequent any Metropolitan Police Department facility, until all charges have been resolved and the member has been returned to a duty status.

Those members who are in an indefinite suspension or administrative leave status who have a bona fide need to obtain departmental records or information, shall upon entering the M.P.D. facility, report to their administrative (or otherwise designated) official and request that official to retrieve the necessary information or document.

Members in an indefinite suspension status shall be allowed to remove personal articles (e.g. from desks, lockers, etc.); however, they must be accompanied and monitored at all times by an official to ensure that only personal items are taken. Any article which cannot be clearly determined as being personal property shall be retained by the unit to which the officer is assigned, until rightful possession can be established. Property which may appear to be personal property but which has evidentiary value shall likewise be held by the officer's assigned unit until a proper determination can be made.

Where property is ultimately determined to be evidence of any nature, such property shall be processed and retained in accordance with the guidelines outlined in General Order 601.1 (Recording, Handling and Disposition of Property Coming Into the Custody of the Department).

The contents of this Special Order shall remain in effect until incorporated into the appropriate General Order.

Maurice T. Turner, Jr.
Maurice T. Turner, Jr.
Chief of Police

MTT:BEH:1mp

DIRECTIVE DEVELOPMENT
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