

G.O. 304.08

1. REQUEST FOR LOCAL LOOKOUT INTERSTATE TT X ADMINISTRATIVE TT DETAIL (See Reverse)	2. TYPE X ORIGINAL 9 EXPEDITE 9 ADDITIONAL 9 CANCEL 9 CORRECTION 9 REPEAT 9 REPLY	3. COMPLAINT NUMBER	6. DATE OF REQUEST May 12, 2008
		4. UNIT NUMBER 202-727-4218	7. REQUESTING ELEMENT EOCOP.
		5. X NOT FOR THE PRESS	8. FLASH TT REQUESTED

9. TO  
**THE FORCE**

10. NAME OF WANTED PERSON	11. WANTED BY	12. CHARGE
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13. COMPLAINANT'S NAME	14. COMPLAINANT'S ADDRESS
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**TT-05-030-08: Special Order 03-04 (Intake Guidelines for Firearms Cases), issued on Friday, May, 9, 2008, is rescinded. Members shall be guided by the following:**

This teletype is a reminder of Special Order 03-04 (Intake Guidelines for Firearms Cases) that a CSES/CSSS technician shall respond to the scene of all firearms recovered by members of the Metropolitan Police Department.

Based on the circumstances surrounding the recovery of a firearm, the CSES/CSSS technician shall determine which method shall be used to process the firearm for fingerprints (i.e. fingerprint powder, super glue).

When it is determined by the CSES/CSSS technician to process a firearm **ON THE SCENE** the firearm shall be returned to the arresting/recovering member after it is processed.

When it is determined that a firearm will be super glued a CSES/CSSS technician shall recover and transport the firearm to the Forensic Science Services Division (FSSD). Once the firearm has been processed it shall then be the responsibility of the FSSD to transport the firearm to the Firearm Examination Branch (no later than 0630 hours, the next business day, Monday – Friday) to be test fired.

Under the aforementioned circumstances it shall be the arresting/recovering member's responsibility to report to the Firearm Examination Branch by 0700 hours, Monday – Friday, to witness the test fire and obtain the test fire certificates.

In all cases when a member makes a firearm related arrest, the arresting/recovering member shall fax or email the PD 163, PD 81 and all of their contact information to the Gun Recovery Unit on 202-727-5782 or Michael.White@DC.Gov. An official from the Gun Recovery Unit will review the facts surrounding the arrest and provide guidance as to whether a search warrant is appropriate. If the search warrant is appropriate the GRU official will guide the member through the application process. Members are reminded to familiarize themselves with the provisions of General Order 702.03.

Once approved, the service of warrants shall be coordinated through the appropriate District Vice Unit official. If the warrant originates from a unit outside of one of the patrol districts the service must be coordinated through the GRU. Questions regarding the process of obtaining search warrants in reference to gun arrests can be directed to a GRU official on 202-698-5662.

SENDER-BADGE-ORG. ELM.	AUTHORIZED BY-BADGE-ORG.ELM.	BUREAU HEAD APPROVAL Cathy L. Leiner <i>Cathy L. Leiner</i>
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COMMUNICATIONS DIVISION USE ONLY		
REMARKS	DATE AND TIME	
	FILE	
	TELETYPE NUMBER TT#05-037 <del>08</del> 05-037-08	

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