

AMENDED E.O. 204-05

1. REQUEST FOR <input type="checkbox"/> LOCAL LOOKOUT <input type="checkbox"/> INTERSTATE TT <input type="checkbox"/> ADMINISTRATIVE TT <input type="checkbox"/> DETAIL. (See Reverse)	2. TYPE <input type="checkbox"/> ORIGINAL <input type="checkbox"/> EXPEDITE <input type="checkbox"/> ADDITIONAL <input type="checkbox"/> CANCEL <input type="checkbox"/> CORRECTION <input type="checkbox"/> REPEAT <input type="checkbox"/> REPLY	3. COMPLAINT NUMBER	6. DATE OF REQUEST December 12, 2006
		4. UNIT NUMBER (202) 727-4174	7. REQUESTING ELEMENT OOD
		5. <input type="checkbox"/> NOT FOR THE PRESS	8. <input type="checkbox"/> FLASH TT REQUESTED

9. TO ***THE FORCE***

10. NAME OF WANTED PERSON	11. WANTED BY	12. CHARGE
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13. COMPLAINANTS NAME	14. COMPLAINANTS ADDRESS
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**TO BE READ AT ROLL CALL FOR TWO WEEKS
AND DISPLAYED IN DISTRICT STATION AREAS AND ADMINISTRATIVE SECTIONS**


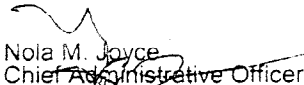
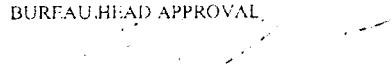
This Teletype is to inform members of the policy regarding the release of exact addresses to the public.

Metropolitan Police Department (MPD) members receive hundreds of requests each year from the public for data by location. To ensure the privacy of all crime victims, suspects and others with whom MPD members come in contact, effective immediately, members can only release exact address information to the general public via original hard copy reports that have been deemed public documents (e.g., PD 251 and PD 10). In all other instances where an exact address is requested, members should only release "block of" or intersection addresses—addresses that do not reference a particular street number—to the general public.

Example: an event at 1432 Justice Ave can be released as either the 1400 B/O Justice Ave or 14th S: & Justice Ave.

This policy applies to verbal, written and automated communications, including, but not limited to, one-on-one conversations, telephone conversations, emails, faxes, hard copy printouts, electronic databases, extracts of data, maps, Web sites and list servs.

In this context, "general public" refers to any individual or group who/that is not employed by the Metropolitan Police Department. Exceptions may be made on a case-by-case basis for other District of Columbia/Federal Government employees and other individuals acting in concert with MPD members on a particular project; however, the sender must provide justification to, and have the request approved by, the Office of General Counsel, prior to the data being released. Information requests associated with community members working on Policing for Prevention projects should be processed through the immediate chain of command and handled by the district crime analysts.

SENDER-BADGE-ORG. E.I.M.  Sampson O. Annan, SED Office of Organizational Development	AUTHORIZED BY-BADGE-ORG.E.I.M.  Nola M. Joyce Chief Administrative Officer	BUREAU HEAD APPROVAL  Michael J. Fitzgerald Executive Assistant Chief of Police
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COMMUNICATIONS DIVISION USE ONLY

REMARKS	DATE AND TIME
	FILE
	TELETYPE NUMBER <i>TT 12-044-06</i> TT#12-044-06

6-01-204-05

1. REQUEST FOR <input type="checkbox"/> LOCAL LOOKOUT <input type="checkbox"/> INTERSTATE TT <input type="checkbox"/> ADMINISTRATIVE TT <input type="checkbox"/> DETAIL. (See Reverse)	2. TYPE <input type="checkbox"/> ORIGINAL <input type="checkbox"/> EXPEDITE <input type="checkbox"/> ADDITIONAL <input type="checkbox"/> CANCEL <input type="checkbox"/> CORRECTION <input type="checkbox"/> REPEAT <input type="checkbox"/> REPLY	3. COMPLAINT NUMBER	6. DATE OF REQUEST November 24, 2006
		4. UNIT NUMBER (202) 727-4174	7. REQUESTING ELEMENT OOD
		5. <input type="checkbox"/> NOT FOR THE PRESS	8. <input type="checkbox"/> FLASH TT REQUESTED

9. TO

THE FORCE

10. NAME OF WANTED PERSON	11. WANTED BY	12. CHARGE
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This policy applies to all addresses, regardless of event type or where the offense occurred. As such it covers, but is not limited to the following most commonly requested addresses:

- o Event address.
- o Arrest address.
- o Complainant/caller/victim/suspect home address.

The release of statistics based on exact address is also prohibited. For example, a request for the number of robberies occurring at an exact address, even without the release of the address itself, should not be filled. Instead, the member may release the number of robberies occurring in that block.

If you have any questions, please contact the Research & Resource Development Division, Office of Organizational Development, at 727-4174.

SENDER-BADGE-ORG. ELM. Sampson O. Annan, SED Office of Organizational Development	AUTHORIZED BY-BADGE-ORG. ELM. Nola M. Joyce Chief Administrative Officer	BUREAU HEAD APPROVAL Michael J. Fitzgerald Executive Assistant Chief of Police
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