



GENERAL ORDERS

Chapter

CRIME ANALYSIS

Subject

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Philosophy/Components

PHILOSOPHY

The Crime Analysis Unit (CAU) works as an analytical resource to prevent and suppress crime and facilitate apprehending criminals for Scottsdale citizens. The vision of CAU is to:

1. Be an accurate crime forecaster.
2. Establish efficient and consistent processing.
3. Educate the department and citizens.
4. Be utilized as a problem solving resource.
5. Become a technological consultant and evaluator.
6. Establish effective staff coverage.

CAU is a part of the Police Records and Analysis Division, which reports to the Administrative Services Bureau (ASB) Director.

CRIME ANALYSIS COMPONENTS [15.3.1]

TYPE OF CRIME ANALYSIS– CAU intends to facilitate all three facets of crime analysis through administrative, strategic, and tactical crime analysis.

1. **Administrative** – Deals with long range comparisons either through quarterly, semi-annual or annual analysis. Tasks include providing economic, geographic and law enforcement information to police management, city hall, city council, and neighborhood/citizen groups. Its purpose is financial, organizational, political, and legislative. It is critical to issues of budget, manpower, public information, and legal issues.
2. **Strategic** – Deals with operational strategies and seeks solutions to on-going problems (weeks, months, quarters or years). Tasks include resource allocation for purposes of patrol scheduling, beat configuration, identification of unusual crime activities, identification of unusual community conditions, providing police service more effectively and efficiently by matching demands for service with service delivery, reducing and/or eliminating recurring problems, and assisting in community oriented policing or problem oriented policing strategies. It may also include surveys to solicit citizen and business opinions as a mechanism of a proactive approach.
3. **Tactical** – Deals with immediate criminal offenses (hours, days, weeks) to promote quick response. It provides information to assist operational personnel in the

identification of specific crime trends and in the arrest of criminal offenders. The primary goal is to identify crime trends and patterns/series. Tactical information links offender and Modus Operandi (MO) information from a number of offenses in an attempt to provide investigative leads, help solve crimes, and clear cases after apprehension and arrests.

SOURCE DOCUMENTS – CAU includes the following as source documents for analysis:

1. Department Reports (DR).
2. Field Information (FI) Cards.
3. Citations.
4. Arrests.
5. Probation.
6. Computer Aided Dispatch (CAD) data.

FACTORS – CAU includes the following factors in the crime analysis function:

1. Frequency by type of crime: Monthly Uniform Crime Report (UCR). *See* GO 29.03/Uniform Crime Report.
2. Geographic factors: Geographic analysis is the examination of crime type to actual location or within prescribed areas.
3. Temporal factors: Time and day of week analysis is conducted on a weekly basis.
4. Victim/target descriptors: Whenever a series or pattern is noticed where it seems a specific type of victim or a specific target is a motivating factor.
5. Suspect descriptors: Whenever a series or pattern is noticed where it seems the same suspect(s) were involved in multiple offenses.
6. Suspect vehicle descriptors: Whenever a series or pattern is noticed where it seems the same suspect vehicle was involved in multiple offenses.
7. MO factors: Whenever a series or pattern is noticed where it seems similar methods of operation have been used (e.g., method of entry is prying the sliding glass door).
8. Physical evidence information: Whenever a series or pattern is noticed where physical evidence indicates crimes may be related.
9. Problem oriented or community policing strategies:

Providing analysis for Scan, Analysis, Respond, Assess (SARA) problem solving files.

10. Outside factors: CAU will attempt to bring outside factors into the analysis (e.g., school times, shift changes of local businesses, special events, public transportation schedules, etc.).

ANALYTICAL REPORTS – CAU is committed to producing the following analytical reports.

1. Crime Pattern, Series, or Information Bulletins.
2. Monthly UCR Report.
3. Monthly Patrol Allocation Bulletin.
4. Annual Patrol Allocation Study.
5. Special Requests.





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DISSEMINATING INFORMATION [15.3.1]

- A. Crime analysis information is distributed to organizational components as needed.
 - 1. Patrol – Information needed by patrol officers for directed patrols, crime series/pattern awareness or community policing.
 - 2. Investigations – Information that may aid investigators in identifying suspects or relating similar crime occurrences.
 - 3. Administration – Information that will aid in the strategic planning process, resource allocation, or deployment of personnel. Also statistical information for legislative, grant, research, or other purposes.
 - 4. Crime Prevention – Information that will be disseminated to the community for crime prevention or suspect identification purposes and statistical crime information by beat for Block Watch or other neighborhood association meetings. Crime Prevention officers incorporate this information into their monthly reports, which are submitted to their respective district commander. If applicable, district commanders forward the information to the Staff Commander who may include it in a quarterly report to the Chief of Police.
 - 5. Community/Citizen – Citizens are referred to the Crime Analysis webpage located on the City of Scottsdale website for crime information. If the citizen cannot find the information on the website, a CAU member sends the citizen a Request for Information form via email, fax, or United States Postal Service mail. After receiving the completed form, a CAU member completes the request, converts it into a Portable Document Format (.pdf), and submits the information to the supervisor or designee for final review prior to dissemination.
 - 6. Other Agencies – Information that could aid another jurisdiction in identifying crime series/patterns occurring in their jurisdiction and/or the identifying suspects.
- B. Executive officers – Once a month CAU attends the Crime Trends meeting to brief department executive officers on crime

series/patterns/hotspots.

FEEDBACK ANALYSIS
[15.3.1]

1. A CAU feedback form exists for feedback on CAU products.
2. The feedback form is available for use in each district report writing area.
3. Email and voice mail also are utilized for feedback purposes.





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Uniform Crime Report

DEFINITION

Uniform Crime Reporting (UCR): City, county, and state law enforcement program that provides a nationwide view of crime based on the submission of statistics by law enforcement agencies throughout the country. The crime data is submitted either to a state UCR program or directly to the national UCR program that is administered by the Federal Bureau of Investigation (FBI).

PURPOSE

The Federal and State of Arizona governments require reporting of incident and arrest statistics by law enforcement agencies on a monthly basis. The City of Scottsdale submits a monthly report to Department of Public Safety (DPS). This report is reviewed and submitted by the State of Arizona to the FBI.

The department collects statistical information from incidents, arrests, accidents and citations. Bureaus within the department make use of the information to compute future budgets, deploy officers, estimate future activity, and to judge prior decisions. This information is also used to inform the public about criminal activity within the community.

POLICY

The UCR function lies within CAU. CAU personnel maintain the UCR process with assistance from the department Records Management System (RMS). CAU personnel manually complete the tasks not automated within RMS.

