

University of Chicago Police Department

GENERAL ORDER

		Effective Date: May 4, 2017	Number: GO 605
Subject: Terrorism Related Information			
References: CALEA Standard: 46.3.1			
Reevaluation Date: Annually			No. Pages: 2
Amends: 18 JUL 2013 version (O.D.P.)		Rescinds:	
Approved By: Joanne M. Nee, Interim Chief of Police		Signature: (Original signed document on file in Accreditation Office.)	

605.1 LIAISON WITH OTHER ORGANIZATIONS

The Department maintains liaison with other organizations for the exchange of information relating to terrorism. Investigations will be responsible for liaising with other organizations.

605.2 TERRORISM RELATED INFORMATION

- A. Contact with Subject of a Terrorist Alert/List
Department personnel who, as a result of a LEADS inquiry, receive an NCIC or LEADS hit for a possible subject of a terrorist alert/list shall:
1. Not let the person know that they may be the subject of such an alert.
 2. Determine, as best they can, whether the person matches the alert. If the hit is bona fide for the person:
 - a. Notify UCPD ECC and a Patrol supervisor.
 - b. Follow the directions given in the NCIC/LEADS hit.
 - c. Ensure immediate notification of the Commander over Investigations.
 - d. Complete an incident report documenting the incident.
 3. If the person is determined not to match the hit, the officer will also complete an incident report. The report will document the circumstances of the contact and the measures taken to determine that the person did not match the hit.
 4. The supervisor will make notification to the Commander over Investigations and relay the report after it is approved.

- B. Reporting of Terrorism Related Information.
Officers receiving reports of terrorism related information will document that information on a police report. If the nature of the information is urgent, the officer will make immediate notification to their supervisor. Reports will be turned in to the supervisor for review.
1. The supervisor will make notification to the Commander over Investigations and relay the report after it is approved.
- C. Relaying Information to Proper Agency
Except in a situation covered by section 605.2.A.2 above, terrorism related information will be routed directly to the Commander over Investigations, who will then relay the information to the appropriate agencies.

605.3 PROVIDING TERRORISM AWARENESS INFORMATION

The Department provides terrorism awareness information within the University community. The Department disseminates information encouraging and identifying methods for reporting suspicious activity that may be related to terrorism.