

## **4-01/005.12 - Issuance of Report Information and Victim's Bill of Rights Pamphlet**

Department personnel shall have the Report Information and Victim's Bill of Rights pamphlet (SH-R-404) available and issue them to the appropriate party(s) as outlined below.

Department personnel shall complete the front page and issue the Report Information and Victim's Bill of Rights pamphlet to victims, reporting parties, or any other interested and/or appropriate person.

Additionally, the pamphlet shall contain information concerning the response of a fingerprint technician from Scientific Services Bureau (SSB). Before issuing the pamphlet, Department personnel shall mark the appropriate box indicating whether or not a fingerprint technician has been requested to respond to the scene.

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