

## 4-12/020.00 - Investigations

| CLASSIFICATION<br>Crime or Incident   | FORM NUMBER<br>FILE NUMBER<br>PRIORITY | ASSIGNMENT<br>AND<br>ACTION | ADDITIONAL INFORMATION<br>AND STATISTICAL CODES   |
|---------------------------------------|--|-----------------------------|---|
| <b>4-12/020.00<br/>INVESTIGATIONS</b> |  |                             |   |
| Confidential                          | URN<br>44                              |                             | Assigned by appropriate Bureaus only. Files shall be maintained by the individual Bureau. Report retention period to be assigned by Bureau.   |
| Routine                               | URN<br>44                              |                             | Assigned by appropriate detail only. These codes are for use by details for routine types of investigations other than assigned crimes or arrests. Examples: Pawnshop investigations, business license investigations, inspections, gun sale investigations, etc. Report retention period to be assigned by detail.<br><br>Individual files or records of these activities may be kept at the detail or filed at the Records and Identification Bureau. |
| Special                               | URN<br>44                              |                             | To be assigned by appropriate Bureau or detail only. Individual files may be kept as confidential by the Unit concerned. Report retention period to be assigned by appropriate Bureau or detail.<br><br>This category is intended for non-routine, extensive investigations where no specific crime or arrest for a crime in our area is being investigated or reported.<br><br>Code 441 - Special Investigation.                                       |