5-04/000.10 - Necessity for Seizing and Storing

Department members whose duties involve gathering, handling, or storing property and evidence shall constantly evaluate the necessity of maintaining and storing these items within Department facilities. Property/evidence shall not be stored when suitable alternatives are available. Suitable alternatives may include:

- Photographs of evidence for court presentation: Whenever possible, evidence will be retained by the victim or an agent acting on behalf of the victim. The ability to produce unadulterated evidence at the time of court proceedings shall determine the use of this alternative;
- Only that evidence essential to proving an offense shall be seized. Seizure of evidence shall be scrutinized by supervisory personnel; and
- The need to hold money as evidence shall be closely reviewed by the watch commander and approved only if the money is unique or has evidentiary value due to its markings (i.e., buy money, serial numbers, chemical residue, stains, etc.).