

Unit Order 34 - Transgender Contacts

PURPOSE:

The purpose of this Station Order is to establish guidelines for handling transgender persons when writing reports and during the booking process.

SCOPE:

This Station Order applies to all field personnel.

ORDER:

VICTIMS, WITNESSES AND INFORMANTS

When taking a report from a transgender female victim, witness or informant (regardless of current surgical status), mark the person as female ("F") on the face page of the complaint report. If the individual is presenting and living as a female, note that the person is transgender in the first paragraph of the narrative and refer to the person as "she" throughout the report. (Example: "It should be noted that V/Smith is a transgender woman and will be referred to as "she" throughout this report.") Do not refer to the person as "he" in the report narrative. This will be done out of respect for the individuals own gender identification. Likewise, when taking a report from a transgender male victim, witness or informant, mark the person as male ("M") on the face page and refer to the person as "he" in the narrative. Again, note that the person is transgender in the first paragraph of the report. With victims, witnesses and informants, we do not want (or need) to investigate into the current medical status of the person's private gender transformation process. Much like "race", we will simply ask the individual their what their current gender is and respect their personal choice of identification.

Note: The mention of "transgender" status in the first paragraph of the narrative is only done so as to avoid possible confusion if the individual's presentation may differ when appearing in court.

SUSPECTS (POTENTIAL CUSTODY SITUATIONS)

When booking a transgender female suspect, mark the booking slip as "male" if the suspect stiH has male genitalia. The report's face page will also reflect the suspect's sex as "male" to match the booking slip. Again, note that the person is transgender in the first paragraph of the narrative and then refer to the suspect as "she" throughout the remainder of the report. If the suspect is a transgender male, but still has female genitalia, mark the booking slip and face page as "female", include an opening clarification statement, and refer to them as "he" throughout the remainder of the report's narrative.
