

10-02 RELEASE INFORMATION



TASKFORCE FOR REGIONAL AUTOTHEFT

Unit Order: 10-02

Subject: RELEASE OF INFORMATION

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| Effective Date: | 03/11/2010 | Last Date Revised: | 00/00/2000 |
| Last Date Reviewed: | 04/09/2020 | Next Review Date: | 04/09/2021 |

PURPOSE

The purpose of this Unit Order is to ensure uniform policy for the release of information to the general public or media.

GUIDELINES

All requests for information from the general public, including the media, shall be routed through the TRAP Operations Sergeant, or Operations Lieutenant. All requests for media interviews shall be approved by the Unit Commander prior to the interview.

The following information may be released by the Operations Sergeant or Lieutenant:

- Arrestee information - name, current charge, occupation, and physical description.
- Circumstances of arrest - time and date of arrest, time and date of booking, location of arrest, and factual circumstances surrounding the arrest.
- Booking information - amount of bail, time and manner of release, location where individual is held, and all charges (including, but not limited to, warrants, parole, and probation holds).
- Factual circumstances surrounding a crime or incident such as any injuries, weapons, or property involved.

Pursuant to Government Code Section 6254, information shall not be released in the following circumstances:

- When disclosure of such information would endanger the successful completion of an investigation or a

related investigation.

- When disclosure of such information would endanger the safety of a person involved in an investigation.
- When disclosure of that portion of an investigation reflects the analysis of conclusions of the investigating officer.

MARTIN L. RODRIGUEZ, CAPTAIN

PROJECT DIRECTOR
