**POLICY/PURPOSE:**
Information generated through crime analysis is integral to the successful prevention and/or suppression of criminal activity by law enforcement. It is the policy of the Cedar Rapids Police Department (CRPD) to employ a Crime Analysis Unit charged with the responsibility of systematically providing concise and timely statistical information to both line and staff personnel. The Crime Analysis Unit shall be coordinated by the Criminal Investigations Division (CID) Commander, and its effort will be an adjunct duty of personnel within that Division.

The purpose of this section is to establish a systematic method for the collection and analysis of statistical data and its distribution to other department divisions, with objectives including the recognition of offense trends, the effective deployment of manpower, and the successful development of Crime Prevention Programs, i.e., to maximize integration of crime analysis with efforts of all other units in the Police Department.

**The Crime Analysis Function**
The primary components of an effective crime analysis system include the collection, analysis, and distribution of crime data in useable form, and the subsequent evaluation of the applicability and timeliness of that data. The following is the method used for implementation and maintenance of the crime analysis function:

- Crime analysis information is intended to benefit personnel in their efforts to achieve near-term crime control and prevention objectives. The Crime Analysis Unit can maximize this benefit via:
  - The identification and analysis of the modus operandi of individual criminals
  - The recognition of offense trends in terms of time, location, and their inter-relationships
  - The analysis of data generated from arrests and/or field interviews
  - The identification of actual or potential hazards to police personnel

- Crime analysis information also plays an integral role in the success of the department's long range plans, priorities, manpower requirements, and budgetary concerns. This may be accomplished by:
  - The collection and collation of related data
  - An accurate assessment of the data, i.e., crime trends by offense code, offender characteristics, and crime trends by location
  - Distribution of analyzed data to appropriate command personnel
  - Recommendations provided to the Chief of Police by the Crime Analysis Unit and command staff based on data
  - Evaluation and feedback regarding the quality of the information
• Crime analysis data may be obtained from a variety of sources, including but not limited to: [15.3.1a]
  o Miscellaneous incident reports
  o Arrest reports
  o Supplemental investigative reports
  o Field interview reports
  o Other departmental reports/correspondence;
  o Other law enforcement agencies/personnel;
  o Computer networks:
    ▪ Records Management System
    ▪ National Crime Information Center (NCIC)
    ▪ International Association of Crime Analysts
    ▪ Iowa Sex Offender’s Registry

At a minimum, the variables to be researched in the analysis of crime activities include:
・ Frequency by type of offense:
  o Selected crimes
  o All reported incidents
・ Location factors:
  o Calls for service/criminal activity by territory
  o Calls for service/criminal activity by locale, i.e., parking lots, residences, street, etc
・ Time variables:
  o Time of day
  o Day of week
  o Month of year
  o Seasonality
・ Victim demographics.
・ Target descriptor(s)
・ Suspect descriptor(s)
・ Suspect vehicle descriptor(s).
・ Modus operandi components.

・ Physical evidence information:
  o Similarities/distinctions;
The Crime Analysis Unit will generate, on a monthly basis, documentation in usable form as to the location and occurrence time of specific crimes. These reports will be made possible via:
- Automated and visual sorting of crime reports and dispatch log;
- Any and all other means deemed necessary.

The Crime Analysis Unit will further assist by aiding in the development of suspect lists, and by consolidating all incident reports that may involve potential suspects or offenders already in custody.

Distribution of Crime Analysis Information [15.3.1b]
The Crime Analysis Unit will perform the crime analysis function and distribute information in useable forms.

- The Division Commanders will be notified by the Crime Analysis Unit of all current and potential offense trends as they occur. The Chief of Police will be briefed on offense trends if deemed necessary. Statistical summaries of all selected crimes will be provided on a monthly basis. [15.3.1c]
- Internal distribution of pertinent information shall be made to affected units on a timely basis:
  - Data relevant to the operations of specific components will be directed to the appropriate personnel.
  - Data relevant to the development and maintenance of the Department’s strategic planning will be provided to the appropriate staff units:
    - Chief of Police
    - All division commanders
    - Crime Prevention Unit
- Distribution of crime analysis information to outside law enforcement agencies shall be made at the discretion of Criminal Investigative Division Commander.
  - Re-dissemination for public knowledge will be reported to the Criminal Investigative Division Commander.
  - Re-dissemination by subordinate personnel will be governed by the respective Division Commander.
• The distribution of crime analysis information intended to enhance both public awareness and community support, will be made at the discretion of the Criminal Investigative Division Commander. Such information is generally provided to:
  o The media;
  o Community groups, often via the Crime Prevention Unit;
  o Individual citizens, upon request.

• Confidential information developed via intelligence operations shall be rigidly controlled. Dissemination will be at the discretion of the Chief of Police or his designee, and shall be solely restricted to law enforcement agencies. Such information may include:
  o Known offenders;
  o Suspected offenders;
  o Investigative leads;
  o Modus operandi.

Assessment of the Crime Analysis Unit/Function Data
The Crime Analysis Program will be evaluated annually. Comments, criticisms and suggestions regarding any aspect of the program may be made at this time. Topics of discussion may include:

• Timeliness of the data;
• Clarity of format of the data and usability of the data;
• Applicability of the data;
• Scope of the data.