

City of Johns Creek Police Department

<i>Subject:</i> Criminal Background Investigations	<i>Number:</i> 02-40
<i>Reference:</i>	<i>Amends:</i>
<i>Effective:</i> 04/08	<i>Review Date:</i> Annually
	<i># of Pages:</i> 1

PURPOSE:

The purpose of this procedure is to establish guidelines for the responsibility and functions in reference to conducting background investigations on persons with relationship to white collar crime, organized crimes, vice activities and business licensing.

POLICY : (02-40)

Within every law enforcement organization it is an absolute necessity that there be a set procedure for conducting background investigations on persons with established or suspected relationships to white collar crime, organized crime, and vice activities.

PROCEDURES:

Criminal Intelligence Information (02-40-01)

- A. When an individual with established or suspected relationships to white collar crime, organized crime and or vice activities is brought to the attention of the Criminal Investigation Division, the division will conduct a background investigation on the individual.
- B. Potential sources of information can include, but are not limited to:
 - 1. Criminal histories;
 - 2. Motor vehicle registration;
 - 3. Parole / probation reports;
 - 4. Property ownership;
 - 5. Drivers license / drivers history information;
 - 6. Corporation membership;
 - 7. Beverage license, state and local; and
 - 8. Other law enforcement agencies.
- C. The information collected will be filed in the intelligence files, with copies (if applicable) distributed to the Uniform Patrol Division, if and when it is determined that the individual has established relationships to white collar crimes, organized crime and/or vice activities.
- D. Upon completion of the investigation, it is determined that the individual has no connection with criminal activities and has no criminal history; the records will be filed for twelve (12) months then purged and destroyed.