

## **GENERAL ORDER 41.4.4**

### **Field Interviews**

**GENERAL ORDER CROSS-REFERENCE: None.**

### **SUMMARY**

Establishes a procedure for conducting and documenting field interviews.

### **DISCUSSION**

Field interviews are an important part of a police officer's job. Properly conducted and documented, interviews may prevent crime, provide information needed by other officers and investigators, or provide information beneficial to future investigations. Although the field interview is a valuable tool, it is not effective if used indiscriminately.

### **POLICY**

#### **I**

Field interviews/interrogations may be conducted in accordance with State or Federal case law which defines the use of the field interview. Field interviews shall not be used if the subject is issued a traffic citation or if another report indicating the subject's description and actions is written.

#### **II**

Officers shall document all field interviews within RMS or on the field interview (FI) card provided by the Department. All applicable sections of the FI should be completed in detail, and an explanation of the circumstances which prompted the interview included in the narrative section.

Completed FI's are submitted to the watch commander for approval. Copies of each FI shall be sent to detectives. If a card is used the original will be sent to records where person and vehicle information are entered into the computer.

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Richard L. Lewis  
Chief of Police