

GENERAL ORDER 42.3.4

Use of Interview Rooms

GENERAL ORDER CROSS-REFERENCE: 72.1.1

SUMMARY

Describes use of Department interview rooms.

DISCUSSION

Witness Interview Room:

The witness interview rooms provide a comfortable atmosphere for family members and/or victims of violent crimes. The interview room is also utilized for interviewing children who are victims of abuse.

The interview room is also used to interview informants and non-hostile witnesses. It may also be used for conferences with officers from other jurisdictions.

Interview Rooms:

They are designed as a controlled atmosphere which provides the officer conducting a video/audio tape interview with the privacy of the small room. The five ISB interview rooms are equipped with video cameras for monitoring and recording for safety of the officer, suspect, and compliance with ORS 133.400. The two patrol interview rooms are not monitored by cameras, but each one possesses a panic button.

POLICY

I

WITNESS INTERVIEW ROOM

The witness interview rooms may be used for the following purposes:

1. Interviewing family members of crime victims.
2. Interviewing young crime victims.
3. Interviewing any victim of a crime.
4. Interviewing citizens and/or witnesses who have information about crime(s) within the community.

5. Interviewing police informants.
6. The witness interview room may be used by any Department member.
7. The witness interview room is equipped with a telephone for undercover operations.

II

INTERVIEW ROOMS

The regular interview rooms shall be used for the following purposes:

1. Interviewing suspects involved in criminal activity.
2. Interviewing witnesses of criminal activity.
3. Interview rooms may be used to conduct tape recorded and/or videotaped interviews in compliance with ORS 133.400.

Use of the regular interview rooms is subject to the following restrictions:

1. Police personnel shall not carry firearms while conducting interviews within the interview rooms.
2. Interview room shall be searched for contraband before and after any person has been interviewed.
3. The suspect of a crime shall be searched before being placed in an interview room.
4. The interview room shall be monitored for the safety of the officer conducting an interview.
5. A one-way mirror or video camera may be utilized to monitor an interview between Police personnel and a subject.
6. Interview rooms shall not be used for lock up of a criminal.
7. No person shall be locked within an interview room without police personnel present immediately outside the room.
8. Persons shall not be secured to fixed objects except in the Springfield Municipal Jail, which has a bench designed for such use.

9. Access to a restroom, water and other amenities, as appropriate, shall not be unreasonably denied.
10. No panic or duress alarms have been included in the ISB interview rooms, due to the physical layout of the rooms, and the requirement that Department members not leave the immediate area while the rooms are occupied. There are panic alarms in each of the Patrol interview rooms.
11. Juveniles inside the police facility for status offenses only (runaway, curfew and minor in possession of alcohol or tobacco) cannot be placed inside any interview room that can be locked. One of the two patrol interview rooms contains no locks and is designed for the purpose of complying with the Juvenile Justice and Delinquency Prevention Act of 2002.
12. Juveniles charged with a crime may be placed inside an interview room that can be locked. They may be held to a maximum of five (5) hours before being transported to Serbu or released to a parent or guardian. See ORS 419C.130.
13. Fire prevention and suppression sprinklers are provided in each interview room and in the immediate area. In the event of fire or other emergency, Department members shall evacuate persons in interview rooms using the nearest and safest exit. Persons under detention shall be placed in restraints, if feasible due to the nature of the emergency, and shall be closely monitored throughout the evacuation and follow-up. Should it prove impractical to reenter the building within a short period of time, detainees shall be transported to the Springfield Municipal Jail or the Eugene Police Department, Lane County Jail or Sheriff's facilities.

All personnel authorized to use interview rooms shall be trained in this policy.

Richard L. Lewis
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