



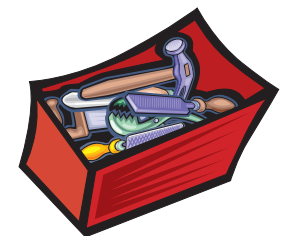
Illinois Law Enforcement Training and Standards Board's  
Executive Institute

# EXECUTIVE TOOLBOX

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BIASED-BASED LAW ENFORCEMENT SUMMIT: BUILDING SOLUTIONS

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## EXECUTIVE'S NOTEBOOK

Biased-Based Law Enforcement Summit: Building Solutions



# ADMINISTRATIVE CHECKLIST





## ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD

### ADMINISTRATIVE CHECKLIST

#### BIASED ENFORCEMENT PREVENTION

This agency checklist is designed to provide law enforcement executives a quick inventory of topical areas within department policy and practices that may have potential impact on the perception or presence of biased enforcement and racial profiling.

#### GENERAL POLICY

- A definition of racial profiling/discriminatory practices.
- A clear statement prohibiting the practice of discrimination based upon race, gender, religion, ethnicity or national origin. An ongoing assessment should be made on the understanding and retention of the policy by the officers.
- Emphasis on employee reporting responsibilities.

*Commentary: These policies must be communicated to all departmental personnel initially and followed up during roll-call training. Examples and scenarios should be developed to assist in explaining these prohibited practices. Techniques, tactics and strategy to implement the policy is necessary.*

- A formal resolution defining agency principles should be developed for public and media utilization.
- A clearly defined citizen complaint policy should be promulgated.
  - Consider the use of a "citizen complaint hotline" as an early warning device for police misconduct.
- A statistical data base should be maintained on citizen complaints and their dispositions. Gross data on officer discipline should be maintained. Statistics should distinguish the origin of discipline (citizen complaints or internally generated).
- A use of force policy should be documented and segmented for roll-call training. An on-going assessment should be made on the understanding and retention of the policy by officers.

*Commentary: The public must be informed of the agency position on ethics and principles which define police-citizen contacts. A citizen complaint system must be visible and open, with citizens receiving disposition information on their complaints. Police officers must be apprised that many complaints evolve from communication difficulties and that officers will also be treated fairly.*

*Law enforcement executives must be pro-active in dealing with public perceptions of agency operations. Denial and defensive posturing reinforce negative public perceptions. Periodic news releases on agency programs allows the agency executive to promote positive perceptions independent of being continually in a defensive or "circle the wagons" stance.*

## SUPERVISORY POLICY

- A clear statement of supervisory responsibilities in monitoring, reporting and oversight of personnel with regard to discriminatory practices.
- Promulgation of disciplinary procedures and supervisory reporting responsibilities.

*Commentary: Supervisors are also trainers, they should oversee subordinate personnel for utilization of practices that could create the perception on the part of citizens of discriminatory enforcement. An "early warning system" data base on police personnel should be created to detect factors contributing to police misconduct, such as excessive use of force, citizen complaints, civil lawsuits, civil court orders, questionable off-duty conduct.*

## OPERATIONAL POLICY

- Clear definition of general traffic enforcement policy including supervisory responsibilities.
- An officer performance/activity review policy that does not constitute an arrest "quota."
- A general search, seizure and detention policy based upon case law.
- A general traffic stop protocol.
- Specific policy on conducting and reporting consent and non-consent searches evolving from traffic stops.
- Policy on conduct and reporting of strip searches.
- Policy implementing the use of tactical communication during traffic stops.
- Policy and training on the use of in-car video cameras.
- Policy on the restrictions of use for mobile data terminals, mobile radios and e-mail.
- General policy on use of k-9 units and specific use during traffic stops.

*Commentary: As a result of perceptions and practices of bias enforcement, traffic stop protocols must be specifically developed. Officers must be trained in the specific routines which must conform to general agency policy and case law. This is a former area of wide latitude and discretion which must now be defined and controlled by law enforcement managers.*

ADMINISTRATIVE CHECKLIST  
BIASED ENFORCEMENT PREVENTION

**TRAINING**

- In-service training on ethnic and racial diversity.
- In-service and roll-call training on civil rights case law, with updates on evolving cases.
- Procedure on documentation of training delivery (including roll-call topics).
- Specific supervisory training on traffic enforcement oversight.
- Training on citizen complaint procedures for field officers and supervisors.
- Training on law enforcement ethics.
- Training on “officer safety” techniques during traffic stops consistent with overall traffic protocols.
- Employment of adult learning scenarios, utilization of veteran officers and field training officers as role players stopped and searched during traffic scenarios. (Consider developing local agency videos.)
- Re-enforcement of observation skills, communications and report writing training should be maintained. (What many officers attribute to “hunches” are actually articulable facts that can be captured on report utilizing a building block approach that leads to “reasonable suspicion” or “probable cause” in search or arrest situations.)

**EXECUTIVE CHECK LIST**

- Familiarity with community demographics (size, distribution and composition of local population) for use in interpretation of data collected during traffic stops.
- Knowledge of workforce composition, including transit/commuter population and trip statistics.
- Familiarity with recent community opinion/satisfaction surveys. (Create focus or “sensing” group advisory committees).
- Implement utilization of community policing networking structure to deal with perception of bias enforcement/racial profiling. Also document deployment strategy that evolves from community group complaints or perceptions of crime and traffic violations.
- Consider taking the lead on development of local ordinance prohibiting bias enforcement.

- ❑ Consider local data collection on-traffic stops, arrests, warnings and citations corroborated by traffic complaints and high frequency accident locations. Regulated roadside safety check statistics may provide a random sampling for the incidence of some traffic violations as distributed among some population groups. Additionally, if collecting data, collect data on all contacts such as; motorists assists, emergency responses, traffic crashes and temporary detentions immediately responsive to ongoing victim reports of crime.
  - The described data collection will provide the “big picture” of police interaction with all races/ethnic groups and give more balanced perspective to law enforcement efforts in the community. Contrast this type of data gathering with “raw” statistics that imply there must be some “balancing” percentage that equates traffic stop and arrest rates with population demographics.
- ❑ With respect to data collection, consider that under the federal “Safe Streets Act,” 42 U.S.C. 3789 (c) (3), the Attorney General may investigate patterns or practices of discrimination in connection with any law enforcement agency that receives financial assistance from the Office of Justice Programs and Office of Community Related Policing Services (COPS). The current Attorney General has spoken in favor of legislation requiring data collection as a condition of receiving federal grants.
- ❑ Consider a “quality control” program of supervisory follow up with traffic violators to see how they report their treatment by arresting officers (use standard reporting formats). Provide feedback to individual officers.
- ❑ Consider implementing a policy of removing officer discretion on traffic equipment violations, requiring that all first offense equipment violations (except aggravated circumstances, or crash causation violations) must be issued a warning ticket (in place of a traffic citation). A data base must be maintained and second offenders receive violation citations (race/ethnic data collections should be employed).

*Commentary: Law enforcement agencies that are singled out for civil rights litigation by plaintiffs and Civil Rights Division of the U.S. Department of Justice are those who demonstrate a “pattern or practice of police misconduct.” Agencies that have designed, implemented and enforced effective programs to prevent, detect and ensure accountability for incidents of misconduct and other civil rights violations are unlikely to violate pattern or practice statutes enforced by the Department of Justice.*

# COMMUNITY PROFILE TEMPLATE

## COMMUNITY PROFILE TEMPLATE

The attached community profile template can be utilized by law enforcement managers to make assessments of law enforcement activity impacting racial and ethnic populations as a result of crime and local community demographics.

Much of the information making up the community profile from the local law enforcement activity standpoint is routinely gathered. Other information is maintained by the Illinois Department of Transportation, Illinois State Police, Illinois Secretary of State and other state repositories.

Not all of the listed information will be available in every community. The intent in the development of the Community Profile Template is to promulgate the complex variables that affect an attempt to analyze traffic and criminal vehicle stops and searches. These variables must be considered when attempting to interpret enforcement activity relative to the percentage of the total minority population in Illinois. Please take note that the Community Profile Template information does not purport to create benchmarks or an analysis tool. The template is offered to illustrate the complexity of the variables which must be considered when collecting data.

Some communities in Illinois are engaged in various aspects of data collection. Additional use of the attached template will assist law enforcement managers in portraying the total spectrum of law enforcement activity and the effect of demographic variables in that particular community. For example, census information in a community may not accurately portray the racial and ethnic makeup of the actual driving population. Variables such as the composition of the work force and the actual street and highway usage, must be considered to gain an accurate reflection of the driving population.

From the law enforcement activity side of the template, the number of traffic and criminal vehicle stops and searches are affected by a myriad of variables. The total incidence of crime, the physical description of the perpetrator, the location of crime occurrences, the assignment of patrol officers and special detail officers to high crime areas, all impact on the level of police activity (including vehicle stops, searches and field interviews).

Gathering information to complete the template and sharing it with your community can provide an opportunity to showcase the positive aspects of how law enforcement managers react to the incidence of crime in the community. The template can be used as an educational tool to share with those who may be unaware of emerging public safety issues and the law enforcement response.

# COMMUNITY PROFILE

## (Template of Law Enforcement Activity and Local Demographics)

### Law Enforcement Activity

Total Crime Incidence

--

Victims Reporting Crime

Total	% Black	% Hispanic	% Other

Arrests (Criminal)

Total	% Black	% Hispanic	% Other

Traffic Crashes (Drivers)

Total	% Black	% Hispanic	% Other

Citations Resulting From Traffic Crashes

Total	% Black	% Hispanic	% Other

Traffic Crash Fatalities (Victims)

Total	% Black	% Hispanic	% Other

Traffic Citations (All)

Total	% Black	% Hispanic	% Other

Vehicle Stops Responsive to Crime Reports and Perpetrator Description

Total	% Black	% Hispanic	% Other

Vehicle Searches

Total	% Black	% Hispanic	% Other

Serious Traffic Offense Arrests (i.e., DUI, Reckless Driving, Speeding 0/20 m.p.h., Revoked Driver's License)

Total	% Black	% Hispanic	% Other

Traffic Warning Citations

Total	% Black	% Hispanic	% Other

Citizen Assists (Roadside, Neighborhood)

Total	% Black	% Hispanic	% Other

### Local Demographics

Community Population (Census)

--

Minority Percentage

Total	% Black	% Hispanic	% Other

Driver's License Holders

Total	% Black	% Hispanic	% Other

Work Force Population

Total	% Black	% Hispanic	% Other

Estimated Annual Attendance at Community Events

Total	% Black	% Hispanic	% Other

Results of Random Road Usage Surveys

Total	% Black	% Hispanic	% Other

Estimated Police Patrol Officers Assigned To High Minority Population Areas

Total Officers	% Assigned in Minority Areas

Calls for Police Services

Total

Percentage of Calls in High Minority Population Areas

% of Total

Percentage of Reported Crime Incidence in High Minority Population Areas (Compared to Total Crime Incidence)

% of Total



# NEWS RELEASE





## ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD

STATE OF ILLINOIS

George H. Ryan, Governor  
Dr. Thomas J. Jurkanin, Executive Director

Phone: 217/782-4540  
Fax: 217/524-5350  
TDD: 217/524-5711

### SAMPLE NEWS RELEASE FROM THE BIASED ENFORCEMENT/RACIAL PROFILING "TOOL KIT"

Date \_\_\_\_\_

From the office of

Time \_\_\_\_\_

\_\_\_\_\_

#### NEWS RELEASE

The \_\_\_\_\_ department recognizes the troubling issues surrounding the national perception and allegations of biased-based enforcement and racial profiling by some law enforcement agencies.

We realize that mere condemnation of any law enforcement practice that targets citizens solely on the basis of their race, ethnicity, religion, gender, sexual orientation or national origin is an insufficient response. Alternatively, we have chosen to take a position of self evaluation to ensure that no such practices are allowed to exist within the department.

All general and operational policy is being reviewed, along with supervisory practices that will provide oversight for police-citizen contacts. The importance of departmental training is recognized in this evaluation. Training policy will follow State of Illinois model protocol for nondiscriminatory enforcement of Illinois vehicle and criminal laws as promulgated by the Illinois Law Enforcement Training and Standards Board.

The department will review policy governing citizen complaints with the intent of maintaining a system based upon ethics and courtesy that is visible and open, with citizens receiving disposition information on their complaints. The goal is to reduce communications difficulties and foster open communications between citizens and law enforcement officers during police-citizen contacts, particularly during traffic enforcement efforts.

As we fulfill our mandate to ensure public safety, the department solicits the partnership and trust of the community. In turn we will endeavor to communicate and create a well informed public wit regard to law enforcement practices, policies and procedures. Our mission is the achievement of public safety through high quality law enforcement efforts that ultimately respect the rights of individual citizens.



# Biased Enforcement/Racial Profiling . . . Media Response Checklist





## ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD

STATE OF ILLINOIS

George H. Ryan, Governor  
Dr. Thomas J. Jurkanin, Executive Director

Phone: 217/782-4540  
Fax: 217/524-5350  
TDD: 217/524-5711

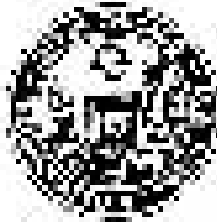
### Biased Enforcement/Racial Profiling Media Response Checklist

- You don't have to accept the media's definition of the issue. Contrast biased enforcement with ethical traffic enforcement efforts that are not defined by statistics reflecting a correlation with population demographic data. Become knowledgeable of community workforce composition, transit and commuter populations. Review statistics reflecting overall law enforcement-citizen contact information relative to traffic crashes, citizen assists and victim crime reports.
- During a media interview, you do not have to accept the media's characterization (or description) of the issue. You may restate the issues using your own terms. Do not allow their descriptions to be attributed to your statement. Remember, there is no such thing as an "off the record" comment.
- Be prepared to break down crime statistics by beats, sectors or districts in support of law enforcement activity. Discuss the role of traffic enforcement in overall public safety.
- Utilize accusatory or "ambush" interviews to point out positive facts or events affecting law enforcement operations. Examples are significant arrests or seizures from traffic stops. Tie these events to reductions in crime statistics. Highlight community policing successes.
- Publicly explain the criterion utilized for "reasonable suspicion" and "probable cause" in traffic stops and criminal inquiries leading to arrests. Utilize current case law terminology. Contrast this activity with profiling based upon race, ethnicity, gender, religion or sexual orientation.
- Maintain a positive media presence by pro-actively announcing new departmental programs. Highlight training offerings attended by officers, particularly in the area of civil rights updates, current case law, supervisory instruction, use of force and ethics.
- Publicize your citizen complaint process. Periodically release statistical information. Utilize the process to communicate with the community on areas of misunderstanding about the law enforcement role.
- Always stay with the facts; do not speculate. Do not launch personal attacks on accusers and do not whine about the unfairness of the media. Have reporters repeat your comments for attribution. In turn for answering their questions insist on accuracy in reporting your statements.



Public Statement on Racial  
Profiling and Biased Law  
Enforcement,  
Chicago Police Department





OFFICE OF THE  
SUPERINTENDENT OF POLICE  
CHICAGO

TERRY G. H. AND ASSOCIATES

The Chicago Police Department continues its focus on community, leadership, diversity, improvement, recruitment, retention of employees, and the protection of constitutional rights.

We recognize our obligation to acknowledge and address a social justice issues that have an impact on the law enforcement profession. One such issue is "racial profiling." Racial profiling would not be consistent with genuine policing which is a commitment to the rights of all citizens. The use of profiling is not a recognized method in either an office, through discovery or investigation and enforcement. It is the responsibility of individuals and developers of legal laws to stop them for questioning. Racial profiling refers to the manner by the police to stop and question people randomly when the race of the person is used as a indication of suspicious activity. This Department does not condone racial profiling and law enforcement, human and we will not encourage, tolerate or condone its use by any of our members.

We recognize that a strong police presence is critical in high crime areas. Some people are distrustful of police authority and feel they are unfairly targeted by police. We understand that even proper police procedures can be intimidating and ineffective in stressful situations. We therefore realize that the appropriate use of police authority is as important as the results achieved.

The Chicago Police Department recognizes the importance of community involvement in the restoration of crime enhanced quality of life and the safety of our officers and our citizens. We recognize that our city enjoys a history rich in traditions and multicultural diversity, and that good policing is measurable and has no place in effective police procedures. We recognize the importance of acceptance and awareness by the community and we strive to build strong community relationships based on trust and understanding. We are committed to the development of healthy relationships that are effective and officer safety.

We reject police practices that solely upon assumptions of race or ethnicity, and remain committed to the use of sound police strategies based upon probable cause, the performance of police operations and the continued development of community relationships.

Terry G. H. and Associates  
Chicago Police Department

William J. Nolan, President  
Chicago Police Officers' Association

James J. Higgins, President  
Chicago Police Association

Jeffrey Wilson, President  
Chicago Police Officers' Association

Frank Sullivan, President  
Chicago Police Officers' Association

Signed: January 21, 2010



# General Order



<b>GENERAL ORDER</b>	<b>DATE OF ISSUE</b>	<b>EFFECTIVE DATE</b>	<b>NO.</b>
	24 April 2001	27 April 2001	01-04
<b>SUBJECT</b> PROHIBITIONS REGARDING RACIAL PROFILING AND OTHER BIAS BASED POLICING	<b>DISTRIBUTION</b>	<b>RESCINDS</b>	
	C		

**RELATED DIRECTIVES:**

**General Orders:** Demeanor, Courtesy, Use of Non-Deadly Force and Protection of Citizens' Rights; Human Rights and Human Resources; Processing Persons Under Department Control; Interrogations: Field and Custodial.

**I. PURPOSE**

This order:

- A. further defines Department policy regarding the proper treatment of all persons by Department members.
- B. defines the terms "racial profiling" and "other bias based policing."
- C. specifically prohibits "racial profiling" and "other bias based policing."

**II. DEFINITIONS**

For the purpose of this directive, the following definitions will apply:

- A. Racial Profiling – any arrest, detention, interdiction, or other law enforcement action that is based solely on the actual or perceived race, ethnicity, color, national origin or ancestry of the targeted person.
- B. Other Bias-Based Policing – any arrest, detention, interdiction, or other law enforcement action that is based solely on the actual or perceived gender, religion, disability, sexual orientation, marital status, parental status, military discharge status, financial status or lawful source of income of the targeted person.

**III. POLICY**

- A. The Chicago Police Department expressly prohibits "racial profiling" and "other bias- based policing."
- B. The Chicago Police Department is committed to observing, upholding and enforcing all laws relating to the individual rights of all persons. Department members will respect and protect each person's human rights and comply with all laws relating to human rights.
- C. In addition to respect for those human rights prescribed by law, Department members will treat all persons with the courtesy and dignity which is inherently due every person as a human being. Department members will act, speak and conduct themselves in a professional manner, and maintain a courteous, professional attitude in all contacts with the public.
- D. It is a fundamental duty of every Chicago Police Officer to be vigilant in the investigation of unusual or suspicious occurrences; to detect violations of the law; to safeguard lives and property; to guarantee all persons fair and equal treatment under the law; and to ensure that the rights of all persons are protected. In meeting these duties the Department remains committed to working actively with all communities within the City.

#### IV. INDIVIDUAL RESPONSIBILITIES

- A. Members of the Chicago Police Department are expressly prohibited from engaging in “racial profiling” and “other bias-based policing” activities.
- B. Members will not use the actual or perceived race, ethnicity, color, national origin, ancestry, gender, religion, disability, sexual orientation, marital status, parental status, military discharge status, financial status or lawful source of income, of any person, as the sole basis for developing reasonable suspicion or grounds for a traffic or street stop, or in deciding upon the scope and substance of post-stop actions.
- C. Members, when determining if reasonable suspicion for a traffic or street stop exists, or when developing probable cause for an arrest, may consider the factors listed in Item IV.B of this directive when one or more of those factors are part of the description of a known or suspected offender wanted in connection with a specific criminal or quasi-criminal incident.
- D. Members must be able to clearly articulate the specific police or public safety purpose of any traffic or street stop.
- E. Members will immediately report any observed violations of the policies and procedures established under this directive to a Department supervisor.

#### V. SUPERVISORY RESPONSIBILITIES

- A. Supervisors will monitor the adherence to the policies and procedures established under this directive by all subordinates.
- B. Supervisors will initiate an investigation, in accordance with the procedures established under the directive entitled, “Complaint and Disciplinary Procedure,” into all:
  - 1. violations of the policies and procedures established under this directive that are directly observed.
  - 2. allegations of a violation of the policies and procedures established under this directive received from any person.

#### VI. TRAINING

- A. The Assistant Deputy Superintendent of the Education and Training Division will ensure that the policies and procedures established under this directive are fully incorporated into:
  - 1. the basic recruit training curriculum.
  - 2. all in-service training regarding courtesy and demeanor, determining reasonable suspicion, establishing probable cause for arrest, the rights of the accused, search and seizure and related courses.
- B. Watch commanders will ensure that all roll call training is fully consistent with the policies and procedures established under this directive.



Superintendent of Police

# Prohibitions Regarding Racial Profiling and Other Bias-Based Policing, Chicago Police Department



## GENERAL ORDER

### Prohibitions Regarding Bias-based Law Enforcement Practices and Racial Profiling

#### PURPOSE

This order:

- defines department policy regarding the proper treatment of all persons by department members
- defines the term “bias-based policing”
- specifically prohibits “bias-based policing”

#### DEFINITIONS

Bias-Based Policing – any arrest, detention, interdiction, or other law enforcement action that is based solely on the actual or perceived race, ethnicity, color, national origin or ancestry, gender, religion, age, disability, sexual orientation, marital status, parental status, military discharge status, financial status or lawful source of income of the targeted person.

#### POLICY

- The \_\_\_\_\_ Department/Office expressly prohibits “bias-based policing.”
- The \_\_\_\_\_ Department/Office is committed to observing, upholding and enforcing all laws relating to the individual rights of all persons. Department members will respect and protect each person’s human rights and comply with all laws relating to human rights.
- In addition to respect for those human rights prescribed by law, department members will treat all persons with the courtesy and dignity, which is inherently due every person as a human being. Department members will act, speak and conduct themselves in a professional manner, and maintain a courteous, professional attitude in all contacts with the public.
- It is a fundamental duty of every \_\_\_\_\_ officer to be vigilant in the investigation of unusual or suspicious occurrences, to detect violations of the law; to safeguard lives and property; to guarantee all persons fair and equal treatment under the law; and to ensure that the rights of all persons are protected. In meeting these duties, the department remains committed to working actively with all constituencies within the community.

#### INDIVIDUAL RESPONSIBILITIES

- Members of the department/office are expressly prohibited from engaging in bias-based policing activities.
- Members will not use actual or perceived race, ethnicity, color, national origin or ancestry, gender, religion, age, disability, sexual orientation, marital status, parental status, military discharge status, financial status or lawful source of income, of any person, as the sole basis for developing reasonable suspicion or grounds for a traffic or street stop, or in deciding upon the scope and substance of post-stop action.

- ❑ When determining if reasonable suspicion for a traffic or street stop exists, or when developing probable cause for an arrest, members may consider the factors listed above, when one or more of those factors are part of the description of a known or suspected offender wanted in connection with a specific criminal or quasi-criminal incident.
- ❑ Members must be able to clearly articulate the specific police or public safety purpose of any traffic or street stop.
- ❑ Members will immediately report any observed violations of the policies and procedures established under this directive to a department supervisor.

#### **SUPERVISORY RESPONSIBILITIES**

- ❑ Supervisors will monitor the adherence to the policies and procedures established under this directive.
- ❑ Supervisors will initiate an investigation, in accordance with established departmental procedures, into all:
  - Violations of the policies and procedures established under this directive that are directly observed.
  - Allegations of a violation of the policies and procedures established under this directive received from any person.

#### **TRAINING**

- ❑ Supervisory personnel will ensure that all roll call training is fully consistent with the policies and procedures established under this directive.
- ❑ Supervisory personnel will ensure that all new recruits are aware of and in agreement with all policies and procedures established under this directive.
- ❑ The department will encourage officers to attend training programs in, but not limited to, the following areas:
  - Discretion
  - Conflict resolution
  - Cultural diversity
  - Communication skills
  - Human relations

# Profiling Policy, Mount Prospect Police Department



**Profiling Policy**  
**Mount Prospect Police Department**  
**Mount Prospect, Cook Co., IL**

**POLICY**

It will be the policy of the Mount Prospect Police Department that members will not effect a stop, detention or search of any person when such action is motivated by race, color, ethnicity, age, gender or sexual orientation, and the action would constitute a violation of the civil rights of that person.

Specifically, members of the Mount Prospect Police Department will not engage in any activities that are discriminatory or indicative of a practice of racial profiling.

**PURPOSE**

The purpose of this directive will be to define and describe the discriminatory actions that will be prohibited by this policy and to set in place procedures to ensure members are fair and impartial in the discharge of their job duties and responsibilities.

**DEFINITIONS**

- A. Racial Profiling – means the detention, interdiction, or other disparate treatment of an individual on the basis of the racial or ethnic status of the individual.
- B. Stop – means the restraining of an individual’s liberty by physical force or a show of authority.
- C. Detention – means the act of stopping or restraining an individual’s freedom to walk away, approaching and questioning an individual outside the realm of a consensual encounter, or stopping an individual suspected of being personally involved in criminal activity.
- D. Search – means looking for or seeking out that which is otherwise concealed from view.

**132.1 RACIAL PROFILING/DISCRIMINATORY PRACTICES**

- A. Racial profiling of individuals is strictly prohibited
  - 1. In the absence of a specific report, the race or ethnicity of an individual will not be a factor in determining the existence of probable cause to place in custody or arrest an individual, or in constituting a reasonable and articulable suspicion that an offense has been or is being committed so as to justify the detention of an individual or the investigatory stop of a motor vehicle.
  - 2. In response to a specific credible report of criminal activity, the race or ethnicity of an individual will not be the sole factor in determining the existence of probable cause to place in custody or arrest an individual.
- B. Stops or detentions based on race, age, gender or sexual orientation or any other prejudicial basis by any member will be prohibited.

1. The detention of any individual that is not based on factors related to a violation of or investigation of a violation of federal law, Illinois statutes, Village Code of Ordinances, or any combination thereof is prohibited.
2. No officer shall stop, detain, or search any person when such action is motivated by race, color, ethnicity, age, gender or sexual orientation.

#### 132.2 AUTHORITY AND RESPONSIBILITY

- A. Each supervisor will be responsible for continually monitoring and examining all areas of police actions and activities under his/her purview to ensure the dictates of this directive are being followed and to discover any indications of racial profiling or discriminatory practices.
- B. Any employee who believes there is, or is made aware of, any violation of this directive will immediately contact his/her supervisor.
- C. All reports or complaints of discriminatory practices or racial profiling will be documented and investigated in accordance with the provisions of Field Operations Procedure Ops-52, indexed as Administrative Review.

#### 132.3 COMMUNITY OUTREACH

- A. The Chief of Police will be the department's community liaison for profiling and/or discrimination issues.
- B. The Chief of Police will complete an annual report on profiling and/or discrimination complaints. The annual summary report will include but not be limited to:
  - Listing each complaint
  - Explaining any action(s) taken
  - Recommending training needs
  - Recommending policy changes

#### 132.4 TRAINING

- A. All police department personnel will receive training about the harms of racial profiling and discrimination, including the review of this policy. This training will be intended to supplement the initial cultural diversity and awareness training officers received in the basic recruit training academy.
- B. In concert with appropriate disciplinary action, additional diversity and sensitivity training shall be designated for officers with sustained racial profiling or other sustained discrimination complaints filed against them.

#### 132.5 DISCIPLINARY PROCEDURES

- A. Consistent with the provisions of Field Operations Procedure ADM-26, indexed as Discipline, appropriate sanctions will be implemented for noncompliance of this policy.

- B. In addition to required remedial training, officers who have sustained racial profiling or sustained discrimination complaints filed against them may also be reassigned.
- C. Failure to report any observed or known violations of this written directive order by any policy department employee will result in disciplinary action.

### 132.6 INTERNAL MONITORING

- A. The traffic stop is an essential element in the delivery of effective police services to the community. Traffic stops deter violations of motor vehicle law, reduce motor vehicle accident rates and discourage criminal activity. Officers will be encouraged to conduct traffic stops to the fullest extent allowed by law. A comprehensive traffic law enforcement component is essential to ensuring the safe and expeditious flow of traffic through the community.
- B. To ensure the traffic enforcement activities of department personnel conform to the provisions of this directive, the department will utilize an internal monitoring process. This process will involve the completion of traffic stop report forms that elicit the information needed to identify any indications of racial profiling or discriminatory practices. The traffic stop report form also will be designed to elicit the information needed to realize the objectives listed in "A" above.
- C. Shift supervisors will be responsible for ensuring traffic stop report forms are completed fully, accurately and as required. Records clerks will enter the information listed on the traffic stop report forms into a dedicated computerized data file.

#### Contact Information:

Mount Prospect Police Department  
112 East Northwest Highway  
Mount Prospect, IL 60056  
Phone: (847) 870-5656  
Fax: (847) 818-5228

Sal Perri, Quest-Response Coordinator

IACP Net  
360 North Robert Street, #711  
Saint Paul, MN 55101  
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[salperrijr@cs.com](mailto:salperrijr@cs.com)



# Pledge



\_\_\_\_\_ Department/Office

Your Seal/Badge

### PLEDGE

As members of the \_\_\_\_\_ Department/Office, we reject bias-based law enforcement tactics. We do not encourage, tolerate, nor condone the use of bias-based law enforcement. We are committed to the use of sound police strategies based on reasonable suspicion, probable cause, the judicious use of police discretion, and the continued development of community relationships.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

*"I'm biased against criminal behavior."*





