



# Greenbelt Police Department – General Orders

	Title: <b>Crime Prevention</b>		Order #: <b>502</b>	
	Effective Date: September 28, 2007 Original Issue: February 9, 2005	Review Date: September 12, 2007		
	<input type="radio"/> New	<input checked="" type="radio"/> <b>Amends</b>	<input type="radio"/> Rescinds	
Approved by: <b>Chief James Craze</b>			CALEA 5 <sup>th</sup> Edition	
CALEA Standard: 45.1.1 45.1.2 45.2.1 45.2.2 45.2.3 45.2.4 45.2.5				Pages: 1

**01 CRIME PREVENTION FUNCTION:**

- A.** The Crime Prevention Officer will coordinate and implement the crime prevention activities of the Department. The Greenbelt Police Department is committed to the development, implementation and perpetuation of comprehensive, proactive programs and procedures which anticipate, recognize and appraise crime risk and initiate actions to remove or reduce those crime risks. All supervisors, officers and civilian employees are responsible for assisting in the achievement of Department crime prevention goals.
- B.** The Crime Prevention Officer is assigned to the Special Operations Division and under the supervision of the Special Operations Division Commander. The Crime Prevention Officer is responsible for planning, coordinating and implementing crime prevention activities.
- C.** The Greenbelt Police Department Crime Prevention function provides for the following:
  - 1. Targeting programs by crime type and geographical area on the basis of crime data.; (CALEA 45.1.1.a)
  - 2. Targeting programs to address community perceptions or misperceptions of crime; and, (CALEA 45.1.1.b)
  - 3. Conducting a documented evaluation of crime prevention programs, at least once every three years. (CALEA 45.1.1.c)

**02 CRIME PREVENTION- ORGANIZING WATCHES:**

- The Crime Prevention Officer will be committed to organizing, establishing and maintaining crime prevention watches as follows: (CALEA 45.1.2)
- A.** Residential Neighborhood Watch Groups:
    - 1. The Crime Prevention Officer will make every effort to facilitate, organize, maintain, and encourage the development of Neighborhood Watch groups.
    - 2. Neighborhood Watch groups will consist of neighbors in a designated area, under the leadership of a citizen with guidance from the Crime Prevention Officer
    - 3. Neighborhood Watch groups have the mutual goal of neighborhood protection with the assistance of the Patrol Division Commander and the Crime Prevention Officer.
  - B.** Business Watch Program: The Crime Prevention Officer establishes and maintains liaison with local merchants and businesses throughout the City. Included are prevention training and security surveys.
  - C.** Other Community Groups: Civic organizations or any other interested citizen or groups are encouraged to contact the Crime Prevention Officer to meet with them as needed

**03 COMMUNITY INVOLVEMENT-FUNCTION:** The Department will continually strive to establish binding ties with the community and to keep the lines of communication open to the needs of the community. To accomplish this:

- A. The Department will establish liaison with existing community organizations or establishing community groups where they are needed. (CALEA 45.2.1.a)
- B. Department employees will share in the responsibility of achieving Department community involvement objectives.
- C. Community involvement policies will be developed that reflects Department objectives and input from the community. (CALEA 45.2.1.b)
- D. Agency objectives, problems and successes will be publicized through press releases and other forms of communication approved by the Chief of Police. (Neighborhood watch groups, citizen academy graduates, e-mail, HQ lobby postings etc.) (CALEA 45.2.1.c)
- E. Information received from citizens' organizations will be conveyed via the quarterly community involvement report. (CALEA 45.2.1.d)
- F. Input from citizens concerning agency practices will be used to improve those that affect police-community involvement. (CALEA 45.2.1.e)
- G. Develop problem oriented or community policing strategies. (CALEA 45.2.1)
- H. Community groups will be established where needed.

**04** The Crime Prevention Officer will provide, upon request, input into development and/or revision of zoning policies, building codes, fire codes and residential/commercial building permits. Crime Prevention Through Environmental Design (CPTED) is a

valuable resource that can aid in the development of partnerships to reduce the opportunity for criminal activity to occur. (CALEA 45.1.3)

**05 COMMUNITY INVOLVEMENT-QUARTERLY PROGRESS REPORT:**

The Crime Prevention Officer will prepare a report at least quarterly, to submit to the Chief of Police and other affected personnel, to include:

- A. A description of current concerns voiced by the community; (CALEA 45.2.2.a)
- B. A description of potential problems that have a bearing on law enforcement activities within the community; (CALEA 45.2.2.b)
- C. A statement of recommended actions that address previously identified concerns and problems; and, (CALEA 45.2.2.c)
- D. Progress towards addressing problems. (CALEA 45.2.2.d)

**06 TRANSMISSION OF RELEVANT INFORMATION (CALEA 45.2.3):**

Department employees are encouraged to forward relevant information regarding community concerns to the Crime Prevention Officer, for inclusion in the Quarterly Progress Report.

**07 COMMUNITY INVOLVEMENT-CITIZENS' SURVEY:**

- A. A survey of citizen attitudes and opinions is conducted at least every three years with respect to:
  - 1. Overall agency performance; (CALEA 45.2.4.a)
  - 2. Overall competence of agency employees; (CALEA 45.2.4.b)
  - 3. Citizen's perception of officers' attitudes and behavior; (CALEA 45.2.4.c)

4. Community concern over safety and security within the agency's service area; and, (CALEA 45.2.4.d)
  5. Recommendations and suggestions for improvement. (CALEA 45.2.4.e)
- B.** The results of the Citizens' Survey will be compiled, and a written summary provided to the Chief of Police. (CALEA 45.2.5)