



Newport News Police Department - Operational Manual

OPS-420 - FIELD INTERVIEWS

Amends/Supersedes: OPS-420 (05/14/2013)

Date of Issue: 08/28/2019

I. PROCEDURE

A. The Field Interview [1.2.3 (a)]

1. Field interviews shall be conducted in a professional manner, following these principles:
 - a. Officers shall conduct a field interview when there is reason to believe a person is about to or has committed a crime, or when a crime has occurred and the person may have information of value to the investigation.
 - b. The field interview shall be based on the actions of the person, their presence near the scene of a crime, or any other suspicious circumstances which would support the officer's inquiry.
 - c. Persons being field interviewed shall be detained for a limited time. The reason for the field interview should be to:
 - 1) Obtain the person's identification;
 - 2) Verify the identification;
 - 3) Request cooperation in the investigation of a crime;
 - 4) Verify any account of their presence at the location stopped and other information they provide.
 - d. The person shall be addressed politely and informed of the reason for stopping.
 - e. When conducting field interviews, officers shall:
 - 1) Enter the information into the Field Contact (F.C.) module of the RMS, recording the circumstances and the persons stopped;
 - 2) If the F.C. module is unavailable; Officers should utilize the Field Interview Card (NNPD Form #82).
 - 3) Intelligence information will be handled as set out in OPS-468 "Intelligence Operations".
2. This policy does not prohibit any Department member from requesting information from any citizen about criminal activity or other police-related matters while on-duty.
3. Officers shall complete a field interview on calls for service and officer-initiated contact with the public where the officer feels the contact information may be of assistance at a later date (e.g. trespassing, larcenies, burglaries).

B. Suspects

1. When an officer is involved in the follow-up investigation of a criminal offense and a suspect is identified, every effort shall be made to obtain probable cause and charge the suspect with the offense. However, if the officer's investigation fails to eliminate the

suspect and the case is to be inactivated or closed by other means, the officer will complete a F.C. submission in the RMS, identifying the suspect, type of offense, relevant case number, and all elements of the suspect's method of operation during the commission of that offense.

- a. Since a field interview initiated under these circumstances does not represent an actual interview, officers will enter the date, time, and location of the offense in the corresponding fields.
 - b. Officers will utilize the "Remarks" field to list the offense type and any recognizable elements of the suspect's method of operation.
 - c. Officers will list the relevant case number in the provided field.
2. Utilizing the field interview allows case information retrieval by the suspect's name, the type of offense, the victim's name, and the case number.

C. Truants

1. Officers shall make an effort to locate and identify any juveniles who do not have an excused absence from school. These students should be handled as set out in OPS435 "Handling of Juveniles" completing the applicable JVR areas of the RMS for truancy.
2. Officers may also come in contact with juveniles who have an excused absence (such as students suspended for disciplinary reasons). If a "JVR" is not completed in the RMS, Officers should make a F.C. in the RMS of all pertinent information and action taken.

D. Alias

1. The word alias refers to a name a person is "also known as" or "aka." An alias can be very similar to an individual's given name or completely different.
2. When an officer learns of an alias, the information will be recorded in the F.C. module, along with the person's given name and any additional information available.

E. Parole

1. A person on parole has been released from the state penitentiary based upon certain conditions. If any of these conditions are violated, then a person's parole could be revoked, and the person sent back to the state penitentiary.
2. Various situations will occur of which parole officers should be made aware. This can be accomplished through the use of the F.C. module.

F. Criminal Activity

1. Occasionally, officers receive information concerning criminal activity from a person (other than a police informant) who they consider to be reliable (such as a neighbor, friend, or relative). The information, while not enough to substantiate obtaining a warrant, could be very valuable when viewed with other information that becomes

available later. Officers should record such information in the F.C. module for later Department access.

2. Information received from informants should be processed in accordance with OPS-465 "Informants".

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