



Alexandria Police Department
Directive 10.7



CRIME ANALYSIS

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10.7.01	POLICY AND PURPOSE
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It is the policy of this department to collect, analyze and disseminate crime-related information to facilitate accomplishing the department’s mission. **[15.1.1.b.]**

The purpose of this directive is to establish guidelines for the creation, dissemination and use of crime analysis products.

10.7.02	CRIME ANALYSIS UNIT
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- A. The Crime Analysis Unit is part of the Technology, Data and Analysis Division, in the Administrative Services Bureau.

- B. The Crime Analysis Unit will review internal and external documents, collect crime data, and extract and collate useful information. Sources of such information may include: **[15.3.1.a.]**
 - 1. Incident Reports (APD-7);
 - 2. Supplemental reports (APD-7, 7A, 7B, 7C, 7D);
 - 3. Field Interview Cards (15A);
 - 4. Internal intelligence;
 - 5. Area agency crime alerts and bulletins;
 - 6. Media and civic associations;
 - 7. Other City Agencies;
 - 8. Police Chief’s daily crime information meetings.

- C. This information will be analyzed to identify incident trends, patterns and similarities to assist operational deployment, investigations and administrative support activities. The crime analyst may consider the following parameters:
1. Frequency by type of crime;
 2. Geographic factors;
 3. Chronological factors;
 4. Victim and target descriptors;
 5. Suspect descriptors;
 6. Vehicle descriptors;
 7. Modus operandi factors;
 8. Physical evidence information; and
 9. Problem oriented or community policing strategies, if any.
- D. The Crime Analysis Unit will disseminate data of interest to users, including:
1. Police Chief; [15.3.1.b.]
 2. *Patrol* Operations Bureau;
 3. Criminal Investigations Section;
 4. Operations Support Bureau;
 5. Vice/Narcotics Section;
 6. Planning, Accreditation & Directives Section;
 7. Other criminal justice agencies;
 8. Local government departments; and
 9. **Public/media services (in concert with the Public Information Office).**
- E. The Crime Analysis Unit will maintain communication with the users of crime analysis products to enhance collection, dissemination and evaluation of those products. The goal of the crime analysis function is to assist department personnel in the fulfillment of the department's missions. This may include providing tactical analysis of crime patterns and trends, strategic analysis of data to enhance directed patrol; aiding in short term and long term resource allocation and plans, conducting problem analysis; and performing any special analysis as assigned.

10.7.03 RESPONSIBILITIES

- A. The Crime Analysis Unit will use data from the Alexandria Police Department's Records Management System (RMS) for analysis. The Crime Analysis Unit will also use Alexandria City's Geographic Information Systems (GIS) Department data for analysis as well.
- B. The Crime Analysis Unit will track Part 1 and nuisance crime using GIS technology and crime analysis software. This analysis will be distributed to effected commanders, supervisors and officers.

- C. The Crime Analysis Unit will brief the police chief and commanders on crime patterns or trends. [15.3.1.c.]
- D. Commanders, supervisors and officers are encouraged to provide feedback to the Crime Analysis Unit concerning crime analysis products.
- E. The Crime Analysis Unit will disseminate timely analysis of series and trends via the Mobile Data Browsers (MDB) and *Microsoft Outlook* for commanders, supervisors and officers.
- F. The Crime Analysis Unit will produce weekly *Patrol* SRS reports, *monthly SRS Reports* and crime bulletins for dissemination to police staff. [15.3.1.b]

10.7.04 EVALUATION AND FEEDBACK

- A. The effectiveness and use of crime analysis products and services will be reviewed every two years using a survey instrument. This survey will solicit feedback on products, projects, analysis and maps produced by the Crime Analysis Unit.
- B. Findings and suggestions from the survey will be given consideration, with the goal of increasing the usefulness and efficiency of the crime analysis function.

By Authority Of:

Earl L. Cook
Chief of Police