



Alexandria Police Department
DIRECTIVE 10.16



Recognition of Casual Clothes Personnel

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10.16.01	POLICY AND PURPOSE
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This directive reflects the model policy established and amended by the Metropolitan Washington Council of Governments Police Chiefs Committee. These guidelines are for the recognition of casual clothes personnel from the law enforcement agencies throughout the Washington Metropolitan area by uniformed members.

The policy is designed to reduce the hazards inherent in confrontational situations between uniformed and casual clothes law enforcement personnel. It is not intended to supersede the procedures of any agency in the deployment of casual clothes or undercover personnel. These procedures are designed for both on and off duty personnel.

The safety of all law enforcement personnel is of paramount importance to the Police Chiefs Committee. The quick and effective recognition of casual clothes personnel utilizing consistent procedures is an important component of ensuring that safety. Therefore, it is the desire of the Police Chiefs Committee that all agencies in the COG region enact, train to, and adhere to this policy.

10.16.02 DEFINITIONS

Member - a sworn employee of any law enforcement agency or the Military District of Washington.

10.16.03 GENERAL INFORMATION

While the procedures contained in this policy are established and accepted by all law enforcement agencies in the Metropolitan area, active and retired officers from other areas of the country may be unfamiliar them.

10.16.04 PROCEDURES**A. Member Identification**

1. It is very important that members in casual clothes be properly identified when required to exercise overt responsibilities. It is of great benefit that citizens, offenders, and fellow law enforcement personnel be able to identify casual clothes members in their true capacity in order to reduce the likelihood of false reports, crime scene confusion and misidentification as criminals.
2. Members in casual clothes will, when present at crime scenes, calls for service, or whenever it is necessary to be prominently identified, conspicuously display their badge. Additionally, a police arm band or raid jacket displaying their agency's badge and/or patch may be worn. (Ball caps are not a recommended form of alternative identification).
3. Notification to the agency's communications unit should be made to alert responding members of the presence of casual clothes personnel.
4. Members working casual clothes assignments, but not undercover, shall carry their badge and credentials with them at all times.
5. Members who are off duty and carrying a firearm shall carry their badge and credentials with them at all times.

B. Challenging Member

1. Members will use extreme caution when confronting suspected casual clothes personnel. A position of advantage (cover) should be attained prior to issuing a challenge.

2. Members will state in a loud and clear voice "Police - Don't Move." This challenge should be used in all situations for simplicity and uniformity.
3. Members will proceed with caution until the subject's identity has been confirmed.
4. Members receiving the tentative recognition signal described below from a subject they have under their control will regard the signal only as an indication that they may be dealing with a law enforcement agency member.
5. Members will exercise sound judgment in determining whether to protect the role of a casual clothes member by treating him/her as a suspect in the presence of others.
6. Once the recognition signal is received and the situation is controlled and stabilized, the challenging member should then request further identification from the challenged person and then proceed accordingly.

C. Challenged Member

1. Upon being challenged, members will remain motionless unless given a positive directive otherwise.
2. Members will obey the commands of the challenging member, whether or not he/she is in uniform. This may entail submission to arrest.
3. Members will not attempt to produce identification unless and until so instructed.
4. If circumstances permit, members will verbally announce their identity and state the location of their badge and credentials.
5. Members should ask the challenger to repeat any directions or questions that are unclear and should never argue with the challenger.
6. Challenged members will follow all instructions received until recognition is acknowledged.
7. Members will utilize the recognition signal described below when directed by a fellow member to raise his/her hands.

D. Tentative Recognition Signal

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2. When challenged by a member who is not in uniform, the challenged member should use his/her own judgment as to whether the tentative recognition signal should be used.

E. Notifications

When interaction with another law enforcement agency utilizing casual clothes personnel is likely and the operation will not be compromised, notification of the activity should be made to the affected agencies.

By Authority Of:

Earl L. Cook
Chief of Police