Attachment 4
Investigative Encounters

Part IB
For Sergeants and Lieutenants
Do the Stop Report for:
A Good Stop Report

DOES THE TALKING FOR YOU
Q: When must you complete a Stop Report?

A: When the encounter passes through/ends at Level 3
UMOS need guidance on knowing when to do the report...

- They don't want to do the Stop Report because of scrutiny
- They don't realize that exposes them to greater risk
- They don't think they need to do a stop because there was an arrest
Patrol Guide 212-11 requires Supervisors to:

• Discuss the circumstances of the stop with the officer.
• Determine if stops, frisks and searches conducted by their officers were supported by Reasonable Suspicion.
• Assess whether the Stop Report fully explains the basis for the stop and the basis for any frisk/search, if conducted.
• Take corrective action if a stop, frisk, or search itself was improper, or the paperwork was not filled out correctly.
**CHECK INBOX — REVIEW PROMPTLY & CAREFULLY**

<table>
<thead>
<tr>
<th>STOP REPORT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Person Stopped</strong></td>
</tr>
<tr>
<td>Sex</td>
</tr>
<tr>
<td>Age</td>
</tr>
<tr>
<td>Hair Color</td>
</tr>
<tr>
<td>Other (Scars, Tattoos, Outer Garments, Etc.)</td>
</tr>
<tr>
<td>Arrest/Summons issued?</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Stop Information</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Did officer explain reason for stop?</td>
</tr>
<tr>
<td>Wore other persons Stopped/Questioned/Frisked?</td>
</tr>
<tr>
<td>Did a Body-Worn Camera (BWC) capture the event in whole or in part?</td>
</tr>
<tr>
<td>Actions Taken to Step and/or Detain Prior to Arrest</td>
</tr>
<tr>
<td>Was suspect arrested?</td>
</tr>
<tr>
<td>Was Summons issued?</td>
</tr>
</tbody>
</table>

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### Basis for Stop/Identification/Suspected Crime

#### Factors that Led to Stop

- [ ] Concealing or Possessing a Weapon
- [ ] Casing Victim or Location
- [ ] Engaging in a Drug Transaction
- [ ] Matches a Specific Suspect Description
- [ ] Acting as a Lookout
- [ ] Proximity to the Scene of a Crime
- [ ] Identified Crime Pattern
- [ ] Other

#### Race

- [ ] Select...

#### Height

- [ ] ft

#### Eye Color

- [ ] Select...

#### Other (Scars, Tattoos, Outer Garments, Etc.)

- [ ]
The Narrative: DETAILS, DETAILS, DETAILS

[DO THE FACTS SUPPORT A STOP? ARE ALL CHECKBOXES EXPLAINED? IS THE RADIO RUN DESCRIPTION INCLUDED AND HOW THE SUSPECT MATCHED IT?]

[WHY DID YOU FRISK? WHY DID YOU SEARCH?]
Look for Common Mistakes:

• Insufficient narratives

• Omitting basis for use of force

• Omitting details regarding the suspect’s description

• Documenting offer/issuance of tear-off
Case 1:08-cv-01034-AT   Document 571-4   Filed 11/16/17   Page 14 of 35

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**FORMS**

**Signoff**

**Note**

Officer Brand, you need to add additional information in your first narrative, explaining the reason for the Stop, as well as more detailed information in your activity log.

**Endorsement Status**

Rejected

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**Follow Up Action (If Appropriate):**

- Instruction: Yes
- Training: No
- Disciplinary Action: No

**Corresponding Activity Log Entry Reviewed?**

- Yes

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<table>
<thead>
<tr>
<th>Supervisory Action (Must Complete):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supervisor on Scene During Stop?</td>
</tr>
<tr>
<td>No</td>
</tr>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>Encounter Reviewed With Officer?</td>
</tr>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>No</td>
</tr>
<tr>
<td>Report Accurate and Complete?</td>
</tr>
<tr>
<td>No</td>
</tr>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>Corresponding Activity Log Entry Reviewed?</td>
</tr>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

| Sufficient Basis for Stop?                  |
| Yes                                         |
| Sufficient Basis for Frisk?                 |
| Yes                                         |
| No                                          |
| Sufficient Basis for Search?                |
| No                                          |

| Follow-Up Action (If Appropriate):          |
| Instruction                                |
| Yes                                         |
| Training                                   |
| No                                          |
| Disciplinary Action                        |
| No                                          |
Sufficient basis for Stop?
No
Do You Accept It?

Supervisory Action (Must Complete):

- Supervisor on Scene During Stop? Yes
- Encounter Reviewed With Officer? Yes
- Report Accurate and Complete? Yes
- Corresponding Activity Log Entry Reviewed? Yes

Sufficient Basis for Stop? No
Sufficient Basis for Frisk? Yes
Sufficient Basis for Search? No

Follow-Up Action (If Appropriate):

- Instruction Yes
- Training No
- Disciplinary Action No
Follow-Up Actions on Stop Reports

Instruction
Training
Disciplinary Action
Review the Activity Log Entry

- Date, time and location of stop
- Pedigree information, unless refused, and detailed description of the person stopped
- Identify in plain language, the suspected felony or Penal Law misdemeanor
- ICAD number, if applicable
- Disposition including the time the encounter was concluded
- Precinct serial number assigned to STOP REPORT, if available
- All facts relied upon by the officer to conclude that there was reasonable suspicion to conduct a stop/frisk/search
What Is A Stop?

When a police officer reasonably suspects that a person has committed, is committing or is about to commit a felony or a Penal Law misdemeanor, the officer is authorized by NYS Criminal Procedure law § 140.50 to stop, question and possibly frisk that person for a weapon.

The Police Officer stopped you because the officer had information requiring further investigation. The following factor(s) contributed to the officer’s suspicion:

- Concealing or Possessing a Weapon
- Acting as a Lookout
- Engaging in a Drug Transaction
- Casing Victim or Location
- Proximity to the Scene of a Crime
- Other (Specify)
- Matches a Specific Suspect Description

<table>
<thead>
<tr>
<th>Rank/Name</th>
<th>Cmd.</th>
<th>Shield No.</th>
</tr>
</thead>
</table>
Rear of Tear-off Receipt/Info Card

For more information • Para mas informacion • Per ulteriori informazion •
更多信息 • Pour plis informacion • 자세한 내용을 보려면 •
За дополнительной информацией

www.nyc.gov/nypd

$1,000 REWARD for information leading to the arrest of anyone who possesses an ILLEGAL HANDGUN: 1-866 GUN-STOP
NEW YORK CITY’S CUSTOMER SERVICE CENTER: CALL 311

To Report Police Misconduct Contact:
Civilian Complaint Review Board (CCRB) 1-800-341-2272
NYPD Internal Affairs Bureau (IAB) 1-212-741-8401
The Dust Off
How to Direct UMOS to Investigative Encounters Training Videos

• Available on NYPD-U in “My Available Courses” under the Deputy Commissioner of Training

• Video #1 – Request for Information
• Video #2 – Common Law Right of Inquiry
• Video #3 – Terry Stops and Reasonable Suspicion
• Video #4 – Documentation and Supervision
• Public Contact and Consent to Search (Right to Know)
**MY AVAILABLE COURSES**

The following courses are available for you to take. When ready, please select a course and you will be redirected to the course's main page.

- **Search Courses**

**DEPUTY COMMISSIONER OF TRAINING**

**Death by PowerPoint**

This module is designed to overcome common errors when creating and utilizing computer presentations such as Microsoft PowerPoint, Apple Keynote etc. Techniques are demonstrated utilizing various instructional strategies, and students are tasked to apply these strategies as part of their required course presentation.

*Session began: Nov 1, 2016*

**Tactical Awareness- Ballistic Vest**

*Tactical Awareness Bulletin: Ballistic Body Armor*

*Session began: Apr 10, 2017*

**Force Policy Revision Video: PC 221-Unit Training May 2016**

This video explains the Department's newly revised use of force policy and related procedures.

*Session began: Jul 8, 2016*

**Investigative Encounters Video: #1 Terry Stops and Searches**
Step 1: Click the NYPDU Tile
Step 2: Enter your department login credentials.
Username: (lastnameTAX)
Password: Same used to access all Department applications
Step 3: Click the Deputy Commissioner of Training link under the available courses page
A Good Stop Report?

Your Inbox has Stop Reports...
AT T/P/O SUSPECT DID SCREAM OUT WINDOW FOR HELP. WENT TO APT AND UPON INVESTIGATION SUSPECT HAD INJURIES DUE TO ASSAULT FROM WIFE. WIFE STATED SUSPECT CHOKED HER. UNABLE TO ESTABLISH PRIMARY AGGRESSOR AT SCENE. BOTH TAKEN TO PCT. LATER DETERMINED WIFE WAS PRIMARY AGGRESSOR AND SUSPECT WAS RELEASED FROM PCT.

<table>
<thead>
<tr>
<th>Frisked/Searched/Weapon/Contraband Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Was person frisked?</td>
</tr>
<tr>
<td>Select... YES</td>
</tr>
<tr>
<td>Was person searched?</td>
</tr>
<tr>
<td>Select... YES</td>
</tr>
<tr>
<td>Was weapon found?</td>
</tr>
<tr>
<td>Select... NO</td>
</tr>
<tr>
<td>Was other contraband found?</td>
</tr>
<tr>
<td>Select... NO</td>
</tr>
</tbody>
</table>
AT T/P/O INDIVIDUALS WERE OBSERVED WALKING AT A FAST PACE TOWARD A FOOD DELIVERY PERSON RIDING ON A BICYCLE AND UPON NOTICING POLICE VEHICLE, INDIVIDUALS IMMEDIATELY TURNED AROUND AND WALKED IN OPPOSITE DIRECTION.

FRISKED DUE TO VIOLENT CRIME. SEARCH REVEALED NO WEAPONS.
MALE WAS OBSERVED CASING APARTMENT BUILDING IN THE VICINITY OF BURGLARY PRONE LOCATION

SUSPICION OF VIOLENT CRIME
AT T/P/O, PER C/W (UBER DRIVER), 3 INDIVIDUALS WHO WERE IN HIS CAR MUST HAVE TAKEN HIS WALLET (NO BARRIER TO FRONT SEAT IN CAR). UPON ARRIVAL AT DESTINATION, AFTER INDIVIDUALS PAID FARE AND LEFT, C/W NOTICED WALLET MISSING. 3 M/W MATCHING DESCRIPTIONS STOPPED AT NEARBY DELI. POSITIVE SHOW UP

FRISKED FOR OFFICER SAFETY
RR OF F/W, 40’s, INTOX, BLACK T-SHIRT, RED PANTS MENACING PEOPLE IN TOMPKINS SQ PARK NEAR AVE A AND 7TH ENTRANCE WITH A KNIFE. ARRIVED AT EXACT LOCATION AND OBSERVED SUSPECT INTOX, BLACK SHIRT, RED PANTS YELLING AT PEOPLE.

<table>
<thead>
<tr>
<th>Was person frisked?</th>
<th>YES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Was person searched?</td>
<td>YES</td>
</tr>
<tr>
<td>Was weapon found?</td>
<td>YES</td>
</tr>
<tr>
<td>Was other contraband found?</td>
<td>NO</td>
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</table>

BASED ON REPORT OF MENACING WITH A KNIFE, FRISKED SUSPECT AND FELT OBJECT IN R.F. JACKET POCKET THAT FELT LIKE A KNIFE. RECOVERED ONE GRAVITY KNIFE.
BODY CAMERA VIDEOS