

Laurel Police Department – General Order
Chapter IV, Section 700, Order 701, Annex A – Interview Rooms
September 19, 2016

4 / 701A.05 POLICY

It is the policy of this Department to provide Interview Rooms for Interviews and Interrogations

4 / 701A.10 PURPOSE

To set procedures for personnel utilizing designated rooms, called Interview Rooms, for interviews and interrogations

4 / 701A.15 DEFINITIONS

Interview A designated room within the confines of the department facilities that is used exclusively for interviews, interrogations, polygraph tests, intoximeter tests and stress analyzer tests.

4 /701A.20 PROCEDURES

A. INTERVIEW ROOMS USE

1. The Interview Room is provided for
 - a. Victim, witness, suspect and arrestee interviews
 - b. Suspect and arrestee interrogations

B. WEAPONS CONTROL

1. Weapons of any type are not authorized in an Interview Room

C. SECURITY

1. The Interview Room door(s) will be secured with an exterior hasp type locking device
2. Each room contains a panic alarm and a shadow alarm

D. NUMBER OF INDIVIDUALS IN INTERVIEW ROOM

1. Witness/Victim Interview
 - a. Adult
 - 1) One at a time
 - b. Juvenile
 - 1) One at a time
 - 2) May be accompanied by a parent and/or legal guardian
 - 3) Sworn Personnel
 - c. Two sworn personnel

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2. Suspect/Arrestee Interview or Interrogation
 - a. Adult
 - 1) One at a time
 - 2) May be accompanied by an attorney
 - a. Subject to search
 - b. Juvenile
 - 1) One at a time
 - 2) May be accompanied by a parent and/or legal guardian
 - a. Subject to search
 - 3) May be accompanied by an attorney
 - a. Subject to search
 - c. Two sworn personnel

E. REQUIRED EQUIPMENT

1. Table and Chairs
2. Video and Audio Recording Devices

F. MEANS OF SUMMONING ASSISTANCE

1. Should an emergency situation arise inside the Interview during an interview or interrogation assistance will be summoned by one of the two sworn personnel in the Interview Room
2. Should there only be one sworn officer in the Interview when an emergency situation arises the sworn officer monitoring the interview or interrogation via CCTV will summons assistance.

G. ACCESS TO RESTROOMS, WATER AND/OR TELEPHONES

1. Witness/Victim
 - a. Will be permitted unaccompanied access to Rest Rooms and Telephones
 - b. Will be permitted Water when needed
2. Suspect/Arrestee
 - a. Will be permitted accompanied access to Temporary Detention Rest Rooms
 - b. Will be permitted a telephone call to contact an Attorney, Relative or Friend
 - c. Will be permitted water when needed

H. NON-SWORN PERSONNEL USE

1. Non-Sworn personnel are not authorized to use Interview Rooms for interviews or interrogations unless authorized by the Chief of Police or designee.

4 / 701A.25 GOVERNING LEGISLATION AND REFERENCES

CALEA Standard 42.2.10

4 / 701A.30 ANNEX

None