

	<b>Marquette University Police Department</b>	
	<b>Policy and Procedure Manual</b> Designated Investigations	
<b>Policy: 5.10</b>	<b>Issued: May 1, 2015</b>	<b>Date Revised: N/A</b>
<b>WILEAG Standards: N/A</b>		<b>IACLEA Standards: N/A</b>

**5.10.00**      **Purpose**

The purpose of this Policy is to establish the Marquette University Police Department's (MUPD) response to Designated Investigations within the MUPD Designated Patrol Zone.

**5.10.10**      **Policy**

The Marquette University Police Department (MUPD) has determined that a limited response only will be provided for certain types of investigations for which other law enforcement agencies may be better positioned to assure the highest level of public confidence that the investigation's outcome was determined correctly and solely on the information developed during a complete investigation.

**5.10.15**      **Scope**

This policy applies to all sworn MUPD employees.

**5.10.20**      **Definitions**

**A. DESIGNATED INVESTIGATION**

Designated Investigations shall include the investigation of the commission or attempted commission of any homicide, kidnapping, arson, sexual assault, sexually-motivated offense, or any incident resulting in life-threatening injuries to any person.

Designated Investigations shall also include allegations of the commission of any crime by any Marquette University police officer; any employee assigned to the Marquette University Police Department; any Trustee of Marquette University; the President of

Marquette University; or any officer or employee of Marquette University to whom the Chief of Police, reports.

## B. PHASE ONE RESPONSE

A Phase One Response is when MUPD police officers respond to stabilize a situation and stand by if necessary until law enforcement officers from other agencies with jurisdiction can respond. Preliminary field investigation and preservation of crime scenes by MUPD police officers shall be conducted in accordance with the procedures and standards of the Milwaukee Police Department and the Milwaukee County District Attorney's Office.

### **5.10.25**      **Procedure**

#### A. Response

1. The initial response to the crime scene and the victim is critical in case development. MUPD officers who arrive at the scene of what they believe to be a Designated Investigation shall treat this scene as any other crime scene. The following steps should be taken to stabilize and preserve the scene:
  - a. Control access to the crime scene.
  - b. Make initial contact with victim.
  - c. Determine the nature of the incident.
2. Identify the victim and determine the need for emergency medical treatment. An officer should accompany the victim to the hospital, if MPD has not arrived at the time of the emergency transport.
3. Provide assistance to MPD, or the appropriate law enforcement agency, as appropriate or requested.

#### B. Notification

Upon confirming that a crime is in fact a Designated Investigation, MUPD officers shall:

1. Immediately request a supervisor.

2. Provide the responding supervisor with the following information:
    - a. Victim information.
    - b. Suspect information.
    - c. Brief summary of incident.
  3. The responding supervisor will then contact Milwaukee Police District Three (3) Lieutenant at (414)935-7231 and relay the details of the incident.
  4. District Three (3) Lieutenant will then advise the Milwaukee Police Criminal Investigation Bureau and secure an investigative response.
- C. MUPD officer shall maintain control of the crime scene until relieved by members of the Milwaukee Police Department.
- D. At the request of the Milwaukee Police Department, MUPD officers can take on additional responsibilities related to the investigation.