

## CAMBRIDGE POLICE DEPARTMENT

**Title:** *COMMUNITY POLICING UNIT* **Procedure: 4.300**

**Date Issued:**

**Revised:**

### **PURPOSE:**

To encourage community cooperation and support for Crime Prevention and Community Policing.

To educate citizens in crime prevention techniques and implement programs where needed.

To promote the crime prevention concept within all organizational components of the Department.

### **POLICY:**

The Police Department is committed to the ongoing development and operation of Crime Prevention programs that involve all sectors of the community: residential, commercial and business. All employees of the Police Department share in the responsibility for reducing crime by making crime prevention a part of their daily activity.

### **PROCEDURE:**

#### ***ORGANIZATION AND ADMINISTRATION***

1. The Police Department is committed to the development, implementation, and perpetuation of comprehensive proactive crime prevention programs that identify and assess crime risks and formulate positive responses to reduce the incidents of criminal activity.

2. The Department's Community Policing Unit is established under the immediate supervision of the Community Policing supervisor. The Supervisor will be responsible for the planning and coordinating of crime prevention activities.

3. The Community Policing Unit is the organizational component through which the crime prevention activities of the Department

are coordinated and implemented.

Preventing crime demands an integrated, coordinated Department response. Therefore, all supervisors, officers, and civilian employees are responsible for assisting in the achievement of the goals of the crime prevention unit.

4. The Community Policing Unit should be used by all members of the Department as an educational resource for both victims and potential victims. All members of the Department should be familiar with the type of programs offered by the Community Policing Unit to properly advise and refer residents and businesses within the community.

5. The Community Policing Unit is responsible for, but not limited to, the following activities:

#### **CRIME ANALYSIS**

Special Bulletins  
Intelligence Bulletins  
Crime Data Analysis Reports

#### **CRIME PREVENTION PROGRAMS**

Residential and Business Security Surveys  
Neighborhood Watch  
Block Home Safety  
Operation Identification  
Hot Spot Program  
Bank Security  
DARE  
Domestic Violence Programs  
Graffiti Removal  
School Liaison

#### **CRIME PREVENTION ACTIVITIES**

Bicycle safety  
Burglar and hold up alarm maintenance

News releases and public information  
 Public speakers bureau  
 Develop and distribute brochures, literature, booklets, and pamphlets on crime prevention programs, personal safety, property protection and traffic safety.

6. Crime prevention programs will be evaluated annually, in January, to determine their effectiveness and whether they should be continued.

**COMMUNITY POLICING OPERATIONS**

1. The Community Policing Unit will analyze local crime by type and geographic area within the City. According to this analysis the crime prevention programs will be implemented by priority. Specific programs will be implemented to address the community's perception or misconceptions of crime.

2. The Community Policing Unit will make every effort to organize, maintain and encourage the development of neighborhood watch groups targeted for crime prevention programs, or upon request from any interested group.

3. The Community Policing Unit is responsible for the development, maintenance and implementation of programs relating to the security and safety concerns within the City. Along with current programs the Community Policing Unit will initiate new programs when necessary, and based upon the need, crime type and area affected. These programs are available and offered to all citizens and proprietors in the area targeted for the program.

4. The Community Policing Unit will maintain a liaison with the different business, community and civic organizations. Communication will be established with homeowners by way of security surveys, neighborhood watch and block watch programs, newsletters, and formal and informal speaking engagements. A liaison between the crime prevention officer and the business community will be maintained through security surveys and through contact with the Chamber of Commerce.

5. The Community Policing Unit will maintain a working relationship with business owners, private security firms, and local, state, and national crime prevention organizations.

6. When afforded the opportunity, the Community Policing Unit will provide input to the Planning and Zoning Commissions concerning policies, codes, and residential and business building plans.

**COMMUNITY POLICING SCHOOL PROGRAMS**

1. The Community Policing Unit will be responsible for the development, implementation and continuous updating of educational programs for the area pre-school through middle schools. Each grade level will be addressed with the appropriate message concerning safety, health, or the problems associated with crime.

2. The main focus of the school program will be:

To educate the students as to their rights and obligations as citizens;

To create a better understanding between the police and the youth of the community;

To reduce the juvenile crime rate;

To provide individual counseling to students;

To explain the law enforcement role in society;

To provide guidance on ethical issues in a class-room setting;

To act as a resource, for both students and faculty, with respect to delinquency prevention;

To allow students to ask questions that are important to them, and to eliminate misunderstanding and street rumors;

Drug prevention and awareness.

