

- (2) Lost or fearful persons,
- (3) Departmental Outreach (upon request)

C. Other cases in which an officer feels the services of the VSU could be supportive of a vulnerable person.

.15 STAFFING:

The VSU will be staffed with civilian personnel and supervised by a civilian Victim Services Supervisor, with oversight being provided by the Professional Services Commander. The VSU will act as a liaison on behalf of the Frederick Police Department in an effort to foster stronger partnerships with other agencies and organizations in the community.

.20 REPORTING REQUIREMENTS:

1. Officers, at their discretion and with supervisory approval, may request that VSU personnel respond to the scene so that a crime victim can receive immediate assistance.
2. Investigating officers will refer copies of all applicable reports directly to the VSU via I-LEADS. This reporting requirement includes all offenses listed in Section .10.7A of this order, and all other incidents (such as those in Section .10.7B) where the services of VSU may be of assistance to a victim or other affected individuals.

.25 OFFICERS TO REMAIN AT SCENE:

Occasionally, officers will be assigned to escort VSU personnel during personal contacts. Officers so assigned will remain with VSU civilian personnel for the duration of the contact and under no conditions will an officer leave a civilian VSU member in a potentially dangerous situation.

.30 YEARLY REPORTS:

Yearly reports will be submitted by the VSU supervisor to the Chief of Police, via the chain of command, concerning the Unit's operations. Reports will include review of feedback communicated from victims and supporting agencies, statistical information and comparison information as it relates to previous yearly reports. VSU will provide any information needed to assist the Department in its efforts.

.35 MEDIA:

The VSU supervisor will maintain a relationship with local media outlets, periodically advising the media of the Unit's efforts and availability to victims of crime, to include notice of new services or projects the VSU are involved in and release of yearly statistical information noted in paragraph .30.