

# Truro Police Department

## HATE CRIMES

*Policy Number: 6.05*

*Effective Date: June 1, 2000*

*REFERENCE: Comm. of Mass Hate Crimes Manual  
Hate Crimes Investigators Checklist*

*Accreditation Standards:  
Mass. Gen. Law*

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### **POLICY:**

It shall be the policy of the Truro Police Department to safeguard the civil rights of every citizen regardless of their race, religion, ethnicity, handicap, or sexual orientation. Hate Crimes shall be given high priority by the Truro Police Department. Every necessary resource shall be used to investigate the crime, prosecute the offenders and to assist the victim(s).

### **PROCEDURE:**

The following procedures shall be followed by members of the Truro Police Department in dealing with 'Hate Crimes' or 'Hate Incidents'.

#### A. Telecommunication Responsibilities

1. The Telecommunicator on duty shall gather as much information as possible. They shall listen for background noises that assist in evaluating the threat level and helping to provide information that may be required. They shall Maintain telephone contact until the officers arrive, if possible, in order to monitor the incident and provide support to the victim, if the circumstances dictate. They shall provide the responding officers with as much information as possible to identify risks at the scene.

#### B. Patrol Officers Responsibilities

1. Officers must be aware of bias indicators and evaluate if an incident may have been motivated by racial, religious, ethnic/national origin, sexual orientation bias or handicap, the officer shall take any preliminary actions necessary.
2. Identify any injured parties and take steps to provide medical attention.

3. Restore order to the crime scene and take necessary actions to gain control of the scene.
4. Protect the crime scene and any evidence that may be present.
5. Identify any witnesses or others who have knowledge of the incident.
6. Prepare a detail incident report, including all statements and or actions of the victim, suspect, and other involved parties. Include in the report a statement that the incident may be hate and or bias based, and the supporting facts. Identify in the narrative, relevant personal characteristics of the victim and perpetrator, such as, race, handicap, ethnicity, sex, religion, or sexual orientation. Ensure that all relevant facts are documented on the incident report. Make an initial determination as to whether the incident should be classified as a "Hate Crime" or "Hate Incident", and ensure that the determination is noted on the report. In every instance the exact language used by the suspect and the context in which the language used shall be included in the incident report.
7. This policy is to be used in conjunction with all relevant existing department policies, procedures, rules, regulations, and statute law.

# Massachusetts Hate Crime Reporting Form



Agency: \_\_\_\_\_ Agency Case #: \_\_\_\_\_

Revision of previously submitted report? No  Yes  If YES, Org. Case # \_\_\_\_\_

Date of report: \_\_\_\_\_ Date most recent incident: \_\_\_\_\_ Time: \_\_\_\_\_ (mil. format)

Target: Person(s)  Private Prop  Public Prop  Religious Facility  Other:  \_\_\_\_\_

| Check all that apply | Race/Eth/Nat Origin      | Check                    | Religious      | Check                    | Sexual         | Check                    | Handicap       | Check                    |
|----------------------|--------------------------|--------------------------|----------------|--------------------------|----------------|--------------------------|----------------|--------------------------|
|                      | 11 Black                 | <input type="checkbox"/> | 21 Jewish      | <input type="checkbox"/> | 41 Gay(male)   | <input type="checkbox"/> | 51 Mental      | <input type="checkbox"/> |
|                      | 12 White                 | <input type="checkbox"/> | 22 Catholic    | <input type="checkbox"/> | 42 Lesbian     | <input type="checkbox"/> | 52 Physical    | <input type="checkbox"/> |
|                      | 13 Asian                 | <input type="checkbox"/> | 23 Protestant  | <input type="checkbox"/> | 49 Other _____ | <input type="checkbox"/> | 53 AIDS        | <input type="checkbox"/> |
|                      | 14 Hispanic              | <input type="checkbox"/> | 24 Islamic     | <input type="checkbox"/> |                |                          | 59 Other _____ | <input type="checkbox"/> |
|                      | 15 Arab                  | <input type="checkbox"/> | 29 Other _____ | <input type="checkbox"/> |                |                          |                |                          |
| 19 Other _____       | <input type="checkbox"/> |                          |                |                          |                |                          |                |                          |

Bias Indicators: Spray Painted graffiti  Verbal harassment/slurs  Damage to prop  Threatening mail  Other  \_\_\_\_\_

Indication of Organized Hate Group Yes  No  (Describe in Narrative)

Prior bias incidents to this victim(s)/at this location? Yes  If yes, # \_\_\_\_\_ No

| Victim                          | Age | Race | Sex | Perp                          | Age | Race | Sex | Arrest? | Ct Ord. |
|---------------------------------|-----|------|-----|-------------------------------|-----|------|-----|---------|---------|
| No #1                           |     |      |     | No #1                         |     |      |     |         |         |
| No #2                           |     |      |     | No #2                         |     |      |     |         |         |
| No #3                           |     |      |     | No #2                         |     |      |     |         |         |
| If other victims, total # _____ |     |      |     | If other preps, total # _____ |     |      |     |         |         |

Weapons Used: Gun  Knife/cutting  Stick/club  Rocks/bricks  Hands/feet  Other  None

| check all that apply | Race/Eth/Nat Origin | Check                    | Religious     | Check                    | Sexual         | Check                    | Handicap       | Check                    |
|----------------------|---------------------|--------------------------|---------------|--------------------------|----------------|--------------------------|----------------|--------------------------|
|                      | 11 Black            | <input type="checkbox"/> | 21 Jewish     | <input type="checkbox"/> | 41 Gay(male)   | <input type="checkbox"/> | 51 Mental      | <input type="checkbox"/> |
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|                      | 14 Hispanic         | <input type="checkbox"/> | 24 Islamic    | <input type="checkbox"/> |                |                          | 59 Other _____ | <input type="checkbox"/> |

Narrative (attach addition sheets as necessary)

TRURO POLICE DEPARTMENT MANUAL \_\_\_\_\_ Chief's signature