



## Confidential Informants and Sources

### .01 Policy

It shall be the policy of the Bladensburg Police Department to use confidential informants and sources to aid in the investigative process. It is the highest priority of the Bladensburg Police Department, in operational decisions and actions, to preserve the safety of confidential informants, law enforcement personnel, target offenders, and the public.

### .02 Terms

**Confidential Informant:** A person who cooperates with a law enforcement agency, confidentially, in order to protect the person or protect or contribute to the agency's intelligence gathering or investigative efforts, and:

- Seeks to avoid arrest or prosecution for a crime, or mitigate punishment for a crime in which a sentence has been or will be imposed; and,
- Is able, by reason of his or her familiarity or close association with suspected criminals, to:
  - Make a controlled buy or controlled sale of contraband, controlled substances, or other items that are material to a criminal investigation;
  - Supply regular or constant information about suspected or actual criminal activities to a law enforcement agency; or,
  - Otherwise provide information important to ongoing criminal intelligence gathering or criminal investigative efforts.

**Confidential Source:** A person, other than a confidential informant, who, while endeavoring to remain anonymous, provides information or services to the Department concerning criminals or criminal activity for the purpose of aiding the Department gather useful criminal intelligence information or conduct criminal investigations.

**Controlled Buy:** The purchase of contraband, controlled substances, or other items that are material to a criminal investigation from a target offender which is initiated, managed, overseen, or participated in by law enforcement personnel with the knowledge of a confidential informant.

**Controlled Sale:** The sale of contraband, controlled substances, or other items that are material to a criminal investigation to a target offender which is initiated, managed, overseen, or participated in by law enforcement personnel with the knowledge of a confidential informant.

**Target Offender:** The person suspected by law enforcement personnel to be implicated in criminal acts by the activities of a confidential informant.

### .03 Governing Legislation and Reference

Governing Legislation: N/A

Forms:

Approval to Use Juvenile as Informant (Form 615).

Confidential Source Information Packet (Form 663).

Reference:

General Order 400, Criminal Investigations.

### .04 Procedure

#### A. Recruitment and Use Considerations

All confidential informants will be handled by criminal investigation (CID) members only.

Uniformed members will not work with confidential informants or attempt to use them without a CID member actively involved to ensure proper accountability.

If a uniformed member has the potential to develop a confidential informant based on an investigation, the member will forward this information to CID for development and potential assignment.

If a CID member transfers from the division, the member's confidential informant will be transferred to another CID member.

When determining whether a person is suitable to serve as a confidential informant, members must, at a minimum, consider the following factors:

- The person's age and maturity;
- The risk the person poses to adversely affect a present or potential investigation or prosecution;

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- The effect upon department efforts that the disclosure of the person's cooperation in the community may have;
- Whether the person is a substance abuser or has a history of substance abuse or is in a court-supervised drug treatment program;
- The risk of physical harm to the person, his or her immediate family, or close associate of the person's associates as a result of providing information or assistance, or upon the disclosure of the person's assistance to the community;
- Whether the person has shown any indication of emotional instability, unreliability, or of furnishing false information;
- The person's criminal history or prior criminal record; and,
- Whether the use of the person is important to or vital to the success of an investigation.

### B. Confidential Informant and Source Records

All records will be maintained in a master file system within the Criminal Investigations Division. The CID supervisor is responsible for maintaining these records.

All such records are confidential and subject to inspection by the Chief of Police or his designee. During any Staff Inspection or Internal Affairs investigation, the files will be made available to the assigned investigators. These records shall not be made available to any other person.

The contents of each confidential informant or source's file will include, at a minimum:

- Name, race, date of birth, social security number, residential address, telephone number, place of employment;
- Biographical information and fingerprint card;
- Criminal history, if any, bond and court-imposed restrictions and statuses;
- Code name;
- Control number issued in sequential order on a yearly basis and shall have two parts; i.e., the year first documented and the assigned, sequential number, e.g., "14-09" (indicating the year first documented and the ninth source to begin work in 2014);
- Compensation paid;
- Information that would establish their reliability;
- Whether they are currently assisting another law enforcement agency, the identity of same, as well as law enforcement officers of other agencies with whom they may have provided information or assistance.
- If criminal charges are pending against them, whether the State's Attorney's Office having jurisdiction over those charges have provided permission to the Department for use of them as a confidential informant or source;
- The identities of law enforcement officers with whom they have provided criminal intelligence and investigative information; and,
- Copies of all related, executed forms and authorizing documentation.

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HISTORY: Adopted July 1, 2014

This General Order supersedes all other orders and memoranda in conflict therewith.

Authority:

A handwritten signature in black ink, appearing to read "Charles L. Owens". The signature is written in a cursive style with large, looping letters.

Charles L. Owens  
Chief of Police