

COVINGTON POLICE DEPARTMENT STANDARD OPERATING PROCEDURE

Subject: USE OF SOLVABILITY FACTORS

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I. Purpose

To establish guidelines whereby manpower may be applied to those cases that have the highest solvability factors.

II. Procedures

- A. A copy of all incident reports (theft, rape, assault, burglary, robbery, and homicide) will be submitted to the Captain of Investigations for screening.
- B. Serious offenses such as aggravated rape, armed robbery, homicide, kidnapping, and child molestation will not be suspended merely on the lack of solvability factors or the lack of investigative resources.
- C. If no follow up investigation is required, the Captain of Investigations will mark the report "NSR" (no supplement required) and will not assign the case to the investigator.
- D. The suspension of investigative efforts will be done based on the following criteria:
 - 1. Seriousness of the offense.
 - 2. Availability of investigative resources.
 - 3. Solvability factors.
- E. The Chief of Police or Captain of Criminal Investigations has the authority to require follow up investigations on any cases based on the degree of seriousness.
- H. It will be the investigator's responsibility to contact the victim within 72 hours and advise them of his name, rank, the case number and ascertain if they have any additional information that would aid in the investigation. If not, the investigator should advise victim that their case will be placed in a suspension file until new leads are developed.

III. Solvability Factors

Elements

1. Estimated time lapse:
 - a. Less than 1 hour
 - b. 1 -12 hours
 - c. 12 – 24 hours
 - d. More than 24 hours
2. Crime discovered on view by officer
3. Witness to crime
4. Suspect can be identified
5. Suspect can be described
6. Suspect can be located
7. Suspect previously seen in area
8. Suspect vehicle can be positively identified
9. Suspect vehicle can be partially identified
10. Stolen property traceable
11. Stolen property recovered
12. Significant MO
13. Significant recovered physical evidence
14. Recovered usable latent prints
15. Limited opportunity
16. Supervisory judgments and other considerations

IV. Criteria for Follow-Up Assignment

The result of case screening is the assignment of those cases that can be investigative productively. In addition to the use of the “Solvability Factors”, the following areas may also be considered:

- Past experience of this agency
- Past experience of other area agencies
- Research conducted within this agency
- Research conducted in other area agencies
- Availability of outside resources

This SOP supersedes any SOP previously issued.

BY ORDER OF THE CHIEF OF POLICE:

Stacey L. Cotton
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Chief of Police