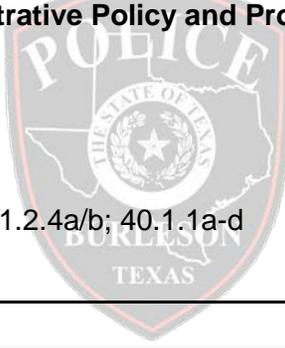


**Burleson Police Department
Administrative Policy and Procedures**

Policy Number: 02-005
Policy Title: Crime Analysis
Effective Date: 04/2007
Revision Date: 05/13/2020
CALEA Standards Referenced: 21.2.4a/b; 40.1.1a-d



ISSUING AUTHORITY: _____
Billy Cordell, Chief of Police

- I. This procedure outlines the crime analysis function of the Burleson Police Department and establishes a procedure for the activity. The ongoing analysis of data relating to crime will benefit line units in development of daily operations.
 - A. The crime analysis function shall be the responsibility of the Criminal Investigations Sergeant or their designee.
 - B. Analysts will be responsible for:
 1. Collecting information
 2. Processing information
 3. Disseminating information
 - C. Crime analysis information will assist in the development of
 1. Strategic plans regarding crime trends
 2. Agency resource allocation
 3. [Workload Assessment \[21.2.4a\]](#)
 4. Officer safety
 5. Criminal identification and intelligence
 6. Crime prevention programs
 7. Problem oriented or community policing strategies
 - D. Information Sources within the Department include, but are not limited to: [\[40.1.1a / 21.2.4b\]](#)
 1. Incident and supplemental reports
 2. Arrest reports
 3. Calls for service
 4. Other significant factors
 - E. Purpose for Data Analysis [\[40.1.1b\]](#)
 1. Identify individual criminals and their methods of operation
 2. Assist in the screening of possible suspects
 3. Determine evolving or existing crime problems
 4. Reveal commonalities and patterns in offenses or crime problems
 5. Aid in assembling and ordering of specific crimes that involve offenders in custody.
 - F. Dissemination of Information by analyst [\[40.1.1b\]](#)
 1. As patterns or trends develop, information may be disseminated to appropriate department personnel and components, including but not limited to: [\[40.1.1c\]](#)
 - a. Chief of Police

- b. All department supervisors
 - c. CID
 - d. Bureau Captains
2. Bulletins may be utilized by electronic means or hard copies.
3. Any crime patterns or trends identified shall be forwarded to the Chief of Police in a written report, who may approve release to: [40.1.1c / 40.1.1b]
 - a. Media
 - b. Other law enforcement agencies
 - c. Individual requests