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ALBANY, NEW YORK

POLICE DEPARTMENT

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COMMUNITY RELATIONS AND CRIME PREVENTION GENERAL ORDER NO: 2.5.10

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PURPOSE: The purpose of this policy is to declare the department's commitment to crime prevention, as well as to recognize the vital roles and responsibilities that all department personnel play in attaining crime prevention goals and in improving community relations.

POLICY: It is the policy of the Albany Police Department to develop and provide programs aimed at the prevention of crime and to make those programs available to the public.

I. COMMUNITY RELATIONS

A. All personnel of this department, both sworn and non-sworn, shall strive to project a positive image of themselves, at all times. The conduct of each employee, ultimately, reflects upon the department as a whole.

1. The goal of achieving the department's community relations objectives shall be the responsibility of all departmental personnel.
2. Each employee shall be aware of the different programs available so that they can better inform the community, and assist in improving community relations and objectives.

B. Role of the Individual Officer:

1. Community relations, in its most common forms, are evident in the numerous daily encounters between individual officers and citizens. It is at this level that veracity is given to the unity of the people and police and where the greatest burden for strengthening community relations is laid.
 - a. In dealing with people, each officer shall make his/her contact one which inspires respect for the officer as an individual and professional, as well as one that generates the cooperation and approval of the public.
 - b. While officers are entitled to their own personal beliefs, it is incumbent upon each individual officer to strive for the

elimination of attitudes which might impair their ability to provide services that are impartial, fair, and equal.

C. Equality of Enforcement:

1. All persons in the City of Albany have the common need for protection, which is afforded by fair and impartial law enforcement. If the law is not evenly enforced, a reduction in respect for the law and a resistance to its enforcement is likely to follow.
 - a. In order to respond to various law enforcement needs in the different parts of the City, the department must have flexibility in deployment and methods of enforcement. However, enforcement policies should be formulated on a City-wide basis, and applied uniformly in each case.
2. Implicit in uniform enforcement of law is the element of evenhandedness in its application. The amount of force used, or the method employed to secure compliance with the law or to make an arrest, is governed by the particular situation. Similar circumstances require similar treatment in all areas of the City and for all groups and individuals.
 - a. To ensure equal treatment in similar circumstances, an officer must be alert to situations where, because of a language barrier or for some other reason, he/she may be called upon to display additional patience and understanding in dealing with what might otherwise appear to be a lack of response.

D. Responsiveness to the Community:

1. The department must be responsive to the needs and problems of the community. While the law governs the department's task, the policies formulated to guide the enforcement of the law must include consideration of the needs and problems of the community it serves.
 - a. This responsiveness must be manifested at all levels of the department by a willingness to listen and by a genuine concern for the problems of the individuals or groups.
 - b. The total needs of the community must become an integral part of the programs designed to carry out the mission of the department.

E. Openness of Operations:

1. Law enforcement operations in a free society must not be shrouded in secrecy. It is necessary that there be full public disclosure of policies and openness in matters of public interest.
 - a. Disclosure shall be consistent with protection of the legal rights of the involved individuals and with consideration of the

necessity for maintaining the confidentiality of department records and of other primary department responsibilities.

- b. Additionally, the department shall strive to make known, and accepted, its objectives and policies.

F. Interpersonal Communication:

1. To promote understanding and cooperation there must be interpersonal communication between members of the community and personnel at all levels of the department.
 - a. Each employee must be aware of the law enforcement needs of the community in their particular assigned area of responsibility.
 - b. Guided by policy, an officer must tailor his/her performance to obtain the objectives of the department and to solve the specific crime problems in the area they serve.
 - c. The department shall provide programs to encourage unity of the police and the people it serves.

II. CRIME PREVENTION

- A. Crime prevention is a primary function of this department and is a shared responsibility of all department personnel, both sworn and non-sworn.
- B. The City of Albany Police Department recognizes that it has a responsibility to work towards preventing crime.
 1. Crime prevention involves the anticipation, recognition, and appraisal of a crime risk and the initiation of action to reduce or remove that risk.
 2. A well planned, well rounded crime prevention program can supplement the work of patrol and place the shared responsibility for the prevention of crime on the public and police.
 3. An educated and involved public is vital to a successful crime prevention effort.
 4. Crime prevention programs are also an excellent way for the police to come into contact with members of the community, providing increased understanding and respect by both the police and the community.
- C. The department shall develop and provide programs aimed at the prevention of crime and shall make those programs available to the public.
 1. All personnel shall be aware of department policies and the different crime prevention programs available in order to better inform the community, and assist in attaining crime prevention goals and improving community needs.

III. CRIME PREVENTION FUNCTION

- A. The City of Albany Police Department is committed to achieving crime prevention goals and improving community relations through the development and perpetuation of community crime prevention programs. These programs shall:
1. Be based on crime data involving crime types and geographical areas;
 2. Address community perceptions or misperceptions of crime; and
 3. Shall be the responsibility of all department personnel, but shall mainly be coordinated and implemented by the Neighborhood Engagement Unit (NEU) officers and the various components that it comprises. The appropriate unit and/or personnel shall:
 - a. Establish a liaison with existing community organizations or establish community groups where they are needed;
 - b. Assist in development of community involvement;
 - c. Publicize department objective, community problems and successes;
 - d. Communicate crime trends and problems between citizens, business, and the department; and
 - e. Support department practices bearing on police community interaction.
- B. The Neighborhood Engagement Unit (NEU) Lieutenants, or his/her designee, shall be responsible for conducting a documented evaluation of crime prevention programs by January 31st, 2016, and every two (2) years thereafter.
1. This evaluation shall be submitted, in writing, to the Chief of Police through the chain of command.

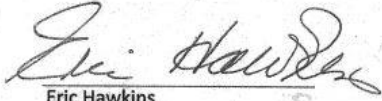
IV. COMMUNITY RELATIONS AND CRIME PREVENTION PROGRAMS

- A. The department participates in and/or organizes various community recreational youth and crime prevention programs, which includes, but is not limited to the following:
1. Child Safety ID Cards;
 2. Halloween Safety;
 3. Bicycle Safety/Rodeos;
 4. Street Safety;
 5. Senior Safety;
 6. Robbery Prevention;
 7. Sexual Exploitation/Rape Prevention;
 8. Student Safety;
 9. Student Internship Program;
 10. Anti-Bullying Programs;
 11. Child Seat Installation Program;
 12. Neighborhood Watch;
 13. Police Athletic League (PAL);
 14. Albany Police Explorer Program;

15. Ride-Along Program;
16. Citizen Police Academy;
17. Albany Community Policing Advisory Committee (ACPAC);
18. Police Cadet Program;
19. Operation ID Program;
20. Walk and Watch Program;
21. The Youth and Police Initiative;
22. Gang Recognition Education Awareness Training (GREAT Program);
23. Home and Business Security Surveys; and
24. School Emergency Lock-Down Drills.

V. CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

- A. The department is available to provide crime prevention input from a law enforcement perspective into development and/or revision of zoning policies, building codes, fire codes, and residential/commercial building permits.
 1. Personnel trained in Crime Prevention Through Environmental Design (CPTED) are available to provide input and guidance towards the reduction of crime by assisting in the development and/or revision of zoning policies, building codes, fire codes, and residential/commercial building permits in order to deter criminal activity through environmental design.
- B. Involvement in this process is an integral element in ensuring that crime prevention concerns, from the law enforcement perspective, are addressed prior to legal enactment or construction.
 1. Programs such as CPTED are a valuable resource that can aid in the development of partnerships to reduce the opportunity for criminal activity to occur.



Eric Hawkins
Chief of Police