

BUREAU OF PATROL

28 September 2018
BOP #18-0181

TO: Deputy Chiefs of Patrol: All
District Commanders: All

FROM: Fred L. Waller
Chief
Bureau of Patrol

SUBJECT: **Investigative Stop Report (ISR) Preparation Reminder Reference; Administrative Rejection and Deficiency Rejection Definitions.**

All supervisory members of the Bureau of Patrol are reminded of the definitions of supervisory rejections for Administrative Rejection and Deficiency Rejection. The definitions are as follows:

Administrative Rejection: Are rejections of Investigative Stop Report's (ISR's) based on deficiencies, such as typographic errors, incomplete fields, etc., and the corrective action taken in the comments section with the Investigatory stop Database. Instruct the preparing sworn member to address the error and resubmit the Investigatory Stop Report by the conclusion of the sworn member's tour of duty.

Deficiency Rejection: Are rejections of Investigative Stop Report's (ISR's) rejected by the source Unit supervisor for an error:

1. **The omission** of some factors of the totality of the circumstance which support "reasonable articulable suspicion" for the investigatory stop, the pat down, other type of search
2. Improper justification for an Investigatory Stop, Protective Pat Down, other type of search
3. The submitted hard copy does not match the submitted electronic version.
4. The Investigatory Stop Report was submitted in error - the officer's actions did not require the submission of an Investigatory Stop Report.

If a Unit supervisor rejects an Investigatory Stop Report for either of the above listed reason, they will return the ISR to the creator for correction, resubmission and approval.



Fred L. Waller
Chief
Bureau of Patrol