

	POLICY & PROCEDURE	SERIES # 535	PAGE 1 OF 2
	INTERAGENCY MONITORING OF PROBATION/PAROLE CLIENTS		EFFECTIVE DATE 11/01/04
			OVERSIGHT Investigations
DISTRIBUTION ALL MANUALS	AMENDS/SUPERSEDES/CANCELS P & P 535 dated 9/20/96		

I. PURPOSE:

This policy establishes procedures governing cooperation between the Hampton Police Division, the Hampton Office of Probation and Parole, and the community of Hampton in order to monitor and supervise convicted felons who:

1. Reside in the City of Hampton
2. Are clients of the Hampton Office of Probation and Parole

The team approach provides a more effective means of monitoring the criminal element, promoting client compliance with conditions of probation/parole and encouraging clients to become more productive citizens. These ideals are accomplished through a team effort and the clients' knowledge that a close working relationship exists between the Division, the Hampton Office of Probation/Parole and the community. The overall goal is to reduce client recidivism.

II. POLICY:

It is the policy of the Hampton Police Division to establish and maintain open channels of communication and to cooperate fully with the Hampton Office of Probation and Parole.

III. PROCEDURE:

A. Relationship with Hampton Office of Probation and Parole:

1. Members of the Division provide information and assistance to the Hampton Office of Probation and Parole in accordance with law.
2. If a conflict arises between parties concerning policy or procedural issues, Division officers advise the Sector Commander through the chain of command. The Sector Commander meets with the Office of Probation and Parole to resolve the issue.

APPROVED:
CHIEF OF POLICE



B. Community Policing Efforts:

1. To promote a team concept, the Community Relations Unit is responsible for coordinating meetings between community groups and the Hampton Office of Probation and Parole on an as needed basis.
2. In particular, cooperative efforts with commercial businesses are established and maintained in order to:
 - a. Foster communication between business owners/operators and Hampton Probation and Parole officers.
 - b. Cultivate employment resources for Probation/Parole clients.
 - c. Monitor current employment of Probation/Parole clients.

C. Agency Coordination:

1. It is the responsibility of the Special Investigations Unit to coordinate operational assistance between the Division and the Hampton Office of Probation and Parole.
2. The Probation/Parole officer contacts an S.I.U. supervisor to arrange transportation with selected Division officers. When manpower permits, the Division member and the Probation and Parole officer performs occasional checks of Probation/Parole clients to ensure their compliance with Probation/Parole requirements.
3. Probation/Parole officers team with members of the S.I.U. when checking on clientele who may be frequenting drug blight areas. If clients are discovered in such an area, they are confronted. Violations are handled by either agency.
4. Officers are not to exceed the scope of their authority while with Probation/Parole officers. For example, if the Probation/Parole officer enters a client's resident, the officer enters ONLY when authorized by the client or the Probation/Parole officer. **PROBATION/PAROLE OFFICERS DO NOT ACT AS AGENTS FOR THE POLICE TO CONDUCT SEARCHES, ETC.**

