

	POLICY & PROCEDURE	SERIES # 1003	PAGE 1 OF 2
	SUBJECT		EFFECTIVE DATE
	HIT AND RUN INVESTIGATIONS		11/04/11
			OVERSIGHT Operations
DISTRIBUTION ALL MANUALS	AMENDS/SUPERSEDES/CANCELS P&P #1003 dated 11/01/04.		

I. PURPOSE:

To establish the policy and procedures governing the investigation of “hit and run” accidents.

II. POLICY:

It shall be the policy of this Division:

- A. To assign an officer to conduct a preliminary investigation of all at-the-scene reported “hit and run” accidents.
- B. To assign follow-up investigators to those accidents requiring a follow-up.
- C. To administratively close all “hit and run” accident investigations which have obviously reached a conclusion even though the perpetrator could not be identified.

III. PROCEDURE:

Any officer assigned to investigate a “hit and run” accident will complete the preliminary investigation to the extent possible, considering investigative leads, time available and his supervisor’s discretion. All police accident reports, resulting from the preliminary investigations of “hit and run” accidents, will be turned in to the Central Records Unit when the officer completes his tour of duty. If the Patrol Officer intends to conclude the investigation, he will indicate so in writing, attached to the accident report. A copy of the report will be sent to the officer for completion. All “hit and run” accidents with no investigative leads will be inactivated by the initial investigating officer.

A. Felony Hit and Run Investigations

- 1. Any Hit and Run accident meeting the criteria in Virginia State Code (§46.2-894) will be investigated as a Felony.
- 2. A case file will be completed on these cases as in any other felony investigation in accordance with Policy and Procedure and turned in to Records and forwarded to Investigative Services for filing. A copy of the case file will be forwarded to the Commonwealth’s Attorney by

APPROVED:
CHIEF OF POLICE



Investigative Services. Officer's will sign-out the case file for court from Investigative Services and return it after court is completed.

- B. All reports of "hit and run" accidents with possible investigative leads will be reviewed by the Central Records Supervisor or their designee who will make one of the following decisions:
1. Allow the preliminary Investigating Officer to follow-up the investigation if the officer has indicated his intent to follow-up the investigation, or if there are investigative leads requiring reasonable local follow-up.
 2. Assign the "hit and run" follow-up to the Traffic Unit for further investigation. This is done when the follow-up requires going outside the local area (Hampton/Newport News), or will consume an extensive amount of time, where it would be impractical for the Uniform Shift Patrol Officer to conduct the follow-up.
 3. "Hit and run" accidents may be administratively closed by the initial investigating officer/follow-up investigator after all information pertaining to the accident has been reviewed with the investigator's Supervisor and it is reasonably determined that the identity of the perpetrator cannot be determined.

These procedures will be used in conjunction with all relevant existing Divisional policies, procedures, rules and regulations.

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