

Discovering and Reporting Crimes

1. You are required by Army regulations to report all criminal offenses to the Provost Marshal Office (para 2-9, AR 210-10, and AR 190-30). Call the MP Desk Sergeant at 396-0391/0392/0393/0394 as soon as you discover or become aware of a crime.

2. Immediately upon discovering a crime:

a. Instruct personnel in the vicinity to stop what they are doing and exit the area *without touching anything*.

It is very important that everything is left exactly as it was at the time of discovery, including bodies of deceased persons, bodily fluid pools, and open or broken doors or windows. Found drugs or other contraband should be left in the location where it was discovered. Do not conduct an inventory, straighten up, remove evidence for better viewing, etc. By tampering with vital elements of a crime scene, you significantly reduce the evidentiary value of the items, and may eliminate all sources of proof needed to identify and/or convict an offender. There are two exceptions to this:

(1) If there is a possibility that an unconscious person may still be alive, immediately take life-saving measures. In such an instance, call 9-1-1. The life of a victim will always be placed above the protection of a crime scene.

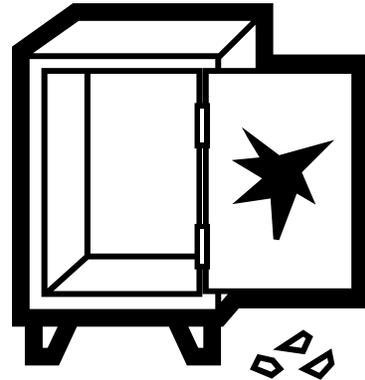
(2) If weather or other circumstances that would obviously harm the scene or damage property exist, move the items in danger the minimum distance to a safe spot. Note or photograph (if possible) the original location of the object before moving it. Handle the object as little as possible to preserve fingerprints.

b. Define and secure the perimeter of the crime scene, which is the location where the crime occurred and any objects possibly involved, such as doors and windows.

c. Use soldiers *not involved in the crime* to secure the scene by not allowing *anyone*, including victim(s) and unit leadership, inside the perimeter. The commander or designated representative should tell the first MPs on scene what the perimeter is.

d. Identify and isolate all persons related to the crime, including the victim(s), suspect(s), and any witnesses. Place guards as deemed necessary to ensure no related person departs the area and no one talks to anyone else. All related persons must be unbiased by others' versions of what happened.

e. If you have found and/or recovered stolen property, do not remove it from the scene until cleared by MPs to do so. Safeguard the property like you would a crime scene, as the item may have clues about the theft.



3. The responding MP patrol will do an initial report. MP Investigators and/or CID may be called to the scene. The person in charge of the scene will identify him/herself to you, and may ask for your assistance in gathering information, witnesses, or evidence. Although you may be responsible for the area or soldiers involved, once a crime (or suspected crime) has been committed, the lead law enforcement officer has jurisdiction and authority over anything and anyone related to the offense.
4. Your soldier may be escorted to the MP station or CID office for further processing. When the soldier is ready to be released, you will be notified to pick him/her up. By PM policy, a SFC or above (or someone higher in rank if the subject is a SFC or above) must sign for the subject. The Desk Sergeant will brief the leader on the details surrounding the soldier's apprehension.
5. The Desk Sergeant will process the report and make the appropriate Blotter entry. A copy of the Blotter is sent electronically every morning to each MSC.
6. Upon completion of the investigation, the commander will receive a copy of the final police report and Commander's Report of Disciplinary or Administrative Action (DA Form 4833). The length of time for completion of final reports varies on a case-by-case basis. For more information about the DA Form 4833, see the section below entitled "Commander's Report of Disciplinary or Administrative Action (DA Form 4833)."
7. As a commander, you are responsible for investigating barracks larcenies of \$1,000 and less (unless multiple units may be involved in the theft), and barracks assaults not requiring hospitalization. If you would like MPI to assist you in these investigations, the first field grade officer in your chain of command must request this support in writing.