



Section 4/100 ♦ General Miscellaneous Operational Procedures		
4 / 113	Bias Based Profiling	12/23/02 Rev. 09/14/04
Accreditation Standards	1.2.9	

4 / 113.05 DEFINITION

Bias Based Profiling – The practice of stopping, detaining, or searching a person based solely on their race, color, ethnicity, age, gender or sexual orientation.

4 / 113.10 POLICY

It is the policy of the Laurel Police Department to prohibit the practice of racial profiling or any other discriminatory practice by any members.

4 / 113.15 GENERAL

- Bias based profiling of individuals is prohibited.
 - ♦ Race, color, ethnicity, age, gender or sexual orientation shall not be the sole factor in determining the existence of probable cause to stop, detain, search or arrest an individual.
 - ♦ Race, color, ethnicity, age, gender or sexual orientation is not, in and of itself, sufficient to constitute a reasonable and articulable suspicion that an offense has been or is being committed and does not justify the stop, detention, search, or arrest of an individual or the investigatory stop of a motor vehicle.
- An individual may only be stopped, detained, searched or arrested based on factors related to a violation of law, the investigation of a suspected violation of law, or upon other lawful authority independent of the person’s race, color, ethnicity, age, gender, or sexual orientation.
- Officers may not stop, detain, or search any person when their race, color, ethnicity, age, gender or sexual orientation motivates such action.

4 / 113.16 PROCEDURE

For every traffic citation, warning or SERO officers will complete a Data Supplement Sticker. The procedures for completing the sticker is as follows:

1. The sticker will be completed in black ballpoint pen (no felt-tip markers)
2. Officers should place a check mark in the appropriate boxes.

3. The sticker will be placed on the back of the Citation/Warning/SERO and turned in to the supervisor for review prior to the end of tour of duty each day.
4. Supervisors will place their ID number in the box located in the lower right-hand corner of the sticker, indicating that he/she has checked the document for accuracy and completion.
5. The officer who conducted the traffic stop will complete all sections of the sticker, with the exception of the supervisor box.
6. Duration of Stop: write the approximate length of time (in minutes) that the traffic stop lasted. This time begins with the actual stopping of the vehicle and lasts until the officer advises the driver that he/she is free to leave the scene, or the driver is arrested. The “duration of stop” will include any time devoted to a search of the driver, the driver’s property, the vehicle or any other related activity up to the point at which the driver is either free to leave or placed under arrest. If an arrest of the driver is made because of a violation discovered during the course of the traffic stop, or because of a search of the person or vehicle, or because of other activity related to the stop, the officer will record the approximate duration of stop commencing with the time the traffic stop began and ending with the time at which the driver was arrested. Prisoner processing or any subsequent investigation will not be included in the “duration of the stop”.
7. For the sticker affixed to the primary citation, check the box for “Primary”, for the sticker(s) affixed to “Related” citations, check the appropriate box and write the number of the primary citation to which this particular citation is related.
8. Reason For Search: For each of these sections, check the box that corresponds to the reason the search was conducted. If the reason is not reflected on the sticker, check the box for “Other”.
9. Reason for Arrest: Check the appropriate box indicating whether the arrest was based on the **stop**; i.e., DUI, Suspended License, Revoked License, etc., based on a **search** of the driver, his/her vehicle or other property or based on **other** circumstances such as a wanted check, handgun in plain sight, etc.
10. Driver’s County of Residence: Write the county of residence, based on the county listed on the driver’s license. If the county of residence is not

shown on the (MD) license, this is an indication of residence in Baltimore City, which is considered a separate jurisdiction. In this case write Baltimore City.

11. Supervisors shall provide instruction to officers on current data collection procedures as revisions are published.
12. Data from the Data Supplement Stickers will be entered into the database by Records personnel or volunteers.

4/113.20 REPORTING

The Deputy Chief of Police shall investigate all complaints of racial profiling or other discriminatory practices.

The Bureau of Administration Commander will prepare an annual summary report to the Chief of Police of all complaints of racial profiling and/or discrimination including but not limited to:

- ◆ A listing of each complaint
- ◆ An explanation of the action(s) taken
- ◆ Training recommendations
- ◆ Recommendations for changes in policy

4/113.25 TRAINING

The department will ensure that each member of the agency is given periodic training in the legal aspects of bias based profiling, to include any changes in legislation as appropriate. Additional training will be given to any member as circumstances may warrant and as deemed appropriate by the member's supervisor. If the annual administrative review of the agencies practices indicates an ongoing pattern of discrimination by any individual officer, disciplinary action may be administered, in addition to remedial training.

END OF ORDER