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# CITY AND COUNTY OF DENVER

DEPARTMENT OF SAFETY

DENVER POLICE DEPARTMENT  
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## DENVER POLICE DEPARTMENT INTELLIGENCE SYSTEMS INFORMATION

### *MISSION STATEMENT*

To provide a Department Intelligence System for the timely sharing of criminal intelligence information among law enforcement and criminal justice agency personnel in an effort to prevent and control crime and in conformance with the privacy and constitutional rights of individuals.

### *GOALS*

Provide liaison, coordination, and resource assistance in the collection, storage, exchange or dissemination, and analysis of criminal intelligence information in on going investigations or prosecution activities relating to specific areas of criminal activity.

Provide criminal intelligence information to law enforcement and criminal justice agency personnel on individuals and organizations involved in identified criminal organizations and enterprises.

Provide analysis or organized crime and criminal enterprises in Colorado. This includes identification and/or projection of major changes in crime trends.

### *INFORMATION SUBMISSION CRITERIA*

The Denver Police Department shall collect and maintain information of interest such as good faith criminal investigations that are tailored to detect information concerning a criminal episode.

The Denver Police Department shall only collect and maintain criminal intelligence information concerning an individual if there is "reasonable suspicion" that the individual

is involved in criminal conduct or activity and the information is relevant to that criminal conduct or activity.

The Denver Police Department shall not collect or maintain criminal intelligence information about the political, religious, or social views associations or activities of any individual or any group, association, corporation, business, partnership, or other organization, unless such information directly relates to criminal conduct or activity and there is reasonable suspicion that the subject of the information is or may be involved in criminal conduct or activity.

Reasonable suspicion or "criminal predicate" is established when information exists which establishes sufficient facts to give a trained law enforcement or criminal investigative agency officer, investigator, or employee a basis to believe that there is a reasonable possibility that an individual or organization is involved in a definable criminal activity or enterprise. The Denver Police Department is responsible for establishing the existence of reasonable suspicion of criminal activity; either through examination of supporting information submitted which is subject to routine inspection and audit procedures established by the Denver Police Department.

### ***SOURCE RELIABILITY***

Information to be retained in the files of the Denver Police Department shall be labeled for source reliability and content validity prior to entry or submission. The reliability of the source is an index of the consistency of the information the source provides.

The source shall be evaluated according to the following:

**RELIABLE** – The reliability of the source is unquestioned or has been will tested in the past.

**USUALLY RELIABLE** - The reliability of the source can usually be relied upon. The majority of the information provided in the past has proved to be reliable.

**UNRELIABLE** – The reliability of the sources has been sporadic in the past.

**UNKNOWN** - The reliability of the source cannot be judged; either experience or investigation has not yet determined authenticity or trustworthiness.

### ***CONTENT VALIDITY***

Information to be retained in the files of the Denver Police Department shall be labeled for content validity prior to entry or submission. The validity of information is an index of the accuracy or truth of the information.

The validity of the information shall be assessed as follows:

**CONFIRMED** – The information has been corroborated by an investigator or another reliable independent source.

**PROBABLE** – The information is consistent with past accounts.

**DOUBTFUL** – The information is inconsistent with past accounts.

**CANNOT BE JUDGED** – The information cannot be judged. Its authenticity has not yet been determined by either experience or investigation.

### ***REVIEW AND PURGE PROCEDURES***

Reviewing and purging information in the Denver Police Department Intelligence Files should be done on an on going basis. The maximum retention period is five years. If the information has not been updated and/or validated, it must be removed from the system at the end of the retention period. The department may update and or validate the submission and extend the retention period at any time.

The decision to purge information should be guided by the following considerations:

The number of requests for the file/ individual

The validity of the data

The reliability of the data

Federal/ State Law

The time in the file

Present of future strategic or tactical intelligence utility

Continuing compliance with 28 CFR 23 reasonable suspicion criteria and investigative interest of the submitting agency

Any information that is found to be misleading, obsolete, or otherwise unreliable will be purged on an ongoing basis by the Denver Police Department.