

GENERAL ORDER XL

**SUBJECT:** Arrest Information

Forwarding of arrest information to the Central Repository

**EFFECTIVE DATE: 08-27-10 REVIEW DATE: 03-01-2015**

**NOTE:** This rule or regulation is for internal use only and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department and then only in a non-judicial administrative setting.

**PURPOSE:**

For the purpose of maintaining complete and accurate criminal history record information, all police officers of the West Plains Police Department, shall submit all intoxication related arrest information to the central repository for filing without undue delay in the form and manner required by sections 43.400 to 43.543.

1. All officers of the West Plains Police Department shall forward all arrest information for all intoxication-related traffic offenses to the central repository as required by section 43.503 RSMo.

2. All police officers shall furnish without undue delay, to the central repository, fingerprints, photograph, and if available, any other unique biometric identification collected, charges, appropriate charge codes, and descriptions of all persons who are arrested for such offenses on standard fingerprint forms supplied and approved by the highway patrol or electronically in a format and manner approved by the highway patrol and in compliance with the standards set by the Federal Bureau of Investigation in its Automated Fingerprint Identification System or its successor program.

A. This policy is issued by the authority of the Chief of Police. Any policy additions, deviations or revisions shall be made only at the direction of the Chief of Police.

By Authority of:

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Jeffrey S. Head, Chief of Police