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| Hilliard Division of Police Policy Manual | | Policy 401 |
| Subject: Bias-Free Policing | | |
| Standard Reference: OCLEAC 12.2016.5 | | |
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| Approved By: Chief Robert A. Fisher | | |

Bias-Free Policing

401.1 PURPOSE AND SCOPE

This policy provides guidance to division members that affirms the division’s commitment to fair and objective policing and establishes appropriate controls to ensure employees do not engage in Bias-based policing or violate any related laws while serving the community.

401.1.1 DEFINITIONS

Bias-based policing - An inappropriate reliance on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, economic status, age, cultural group, disability or affiliation with any other similar identifiable group as a factor in deciding whether to take law enforcement action or to provide service.

401.1.2 CERTIFICATION STANDARDS

This policy contains content that pertains to the Ohio Collaborative Law Enforcement Agency Certification (OCLEAC) Standards.

401.2 POLICY

The Hilliard Division of Police is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this division to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

401.3 BIAS-BASED POLICING PROHIBITED

- A. Bias-based policing is strictly prohibited.
- B. This policy does not prohibit an officer from stopping someone suspected of a crime based on a description that includes one or more of the identifying attributes (e.g., suspect description is limited to a specific race or gender).

401.4 MEMBER RESPONSIBILITY

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- A. Every member of this division shall perform his/her duties in a fair and objective manner and is responsible for promptly reporting any known instances of bias-based policing to a supervisor.
- B. Members shall, when reasonable to do so, intervene to prevent any biased-based actions by another member.

401.4.1 REASON FOR CONTACT

- A. Officers detaining a person shall be prepared to articulate sufficient reason for the contact, independent of the protected characteristics of the individual.
- B. To the extent that written documentation would otherwise be completed (e.g., arrest report, citations, field contacts), the involved officer should include those facts giving rise to the officer's reasonable suspicion or probable cause for the detention, as applicable.
- C. Except for required data-collection forms or methods, nothing in this policy shall require any officer to document a contact that would not otherwise require reporting.

401.4.2 REPORTING TRAFFIC STOPS

- A. Officers shall collect data regarding the race and gender of the driver on all self-initiated traffic stops. This information should be derived from the officer's observations, perceptions, or from other trusted informational services such as LEADS, OHLEG, CCH. Officers should not request information about the race or gender of the contacted person.
- B. Officers shall notify NRECC the race and gender of the driver on all self-initiated stops. This information will be logged in the CFS by NRECC. The preferred method is to notify NRECC when conducting a driver license query.

401.5 SUPERVISOR RESPONSIBILITY

- A. Supervisors shall monitor those individuals under their command for any behavior that may conflict with the purpose of this policy and shall handle any alleged or observed violation of this policy in accordance with HPD Policy 1010, Personnel Complaint Policy.
 - 1. Supervisors should discuss any issues with the involved officer and his/her supervisor in a timely manner.
 - a. Supervisors shall document these discussions as a performance review note as well as in personnel evaluations.
 - 2. Supervisors should periodically review Mobile Audio Video (MAV) recordings, MDT data, Lincs chat and any other available resource used to document contact between officers

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and the public to ensure compliance with this policy.

- a. Supervisors should document these periodic reviews.
 - b. Recordings that capture a potential instance of bias-based policing shall be appropriately retained for administrative investigation purposes.
3. Supervisors shall initiate investigations of any actual or alleged violations of this policy.
 4. Supervisors should take prompt and reasonable steps to address any retaliatory action taken against any member of this division who discloses information concerning bias-based policing.

401.6 ADMINISTRATION

- A. Each year, the Professional Standards Unit shall review the efforts of the Division to provide fair and objective policing and submit a report, including public concerns and complaints, to the Chief of Police. This report should not contain any identifying information regarding any specific complaint, citizen or officers. It should be reviewed by the Chief of Police to identify any changes in training or operations that should be made to improve service.
- B. Supervisors shall review this report and discuss the results with those they are assigned to supervise.

401.6.1 PUBLISHING AN ANNUAL REPORT TO THE PUBLIC

The documented annual review of division practices will be made available to the public.

401.7 TRAINING

Sworn personnel shall receive training on bias-free policing and the relevant legal aspects. Training should include, at a minimum, profiling related issues governing field contacts, traffic stops, search issues, asset seizure and forfeiture, interview techniques, cultural diversity, discrimination and community support.