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**Contact with Victims/Witnesses during on-going DPA Investigations**  
(Re-issue DB 16-186)

Members are reminded that under Police Commission Resolution 1159-88, they may not contact victims or witnesses during an on-going administrative investigation: "Officers are not allowed to contact complainants or witnesses regarding the issues in the complaint while the complaint is under investigation."

Police Commission Resolution 1159-88 #3 states: "Members who are the subject of a complaint filed with the DPA shall not contact the complainant or witnesses regarding the issues of the complaint. If the member must contact the complainant or a witness to a complaint in the line of duty, the officer shall not discuss or make any reference to the complaint." If a member comes into contact with a "known" party to a DPA complaint, members shall write a memorandum regarding the incident and submit it through the chain of command. Some examples of contact are:

1. Upon a traffic or pedestrian stop, you realize the complainant or witness is the driver or passenger.
2. A call for service to the residence/business that necessitates a police response.

If an officer happens to be walking by the complainant or witness, they would not have to write a memo.

Further, members are reminded that DGO 2.01, Rules 48 and 49, prohibit members from compromising any investigation or divulging confidential information:

**COMPROMISING INVESTIGATIONS.** Except as required by law or by Department policy and procedure, members shall not divulge any information or engage in any conduct that may compromise an investigation or prosecution of a criminal offense.

**DIVULGING CONFIDENTIAL INFORMATION.** Except as required by law, members shall not divulge any information that is made confidential by law or by Department policies and procedures.

  
WILLIAM SCOTT  
Chief of Police

*Per DB 17-080, sworn members are required to electronically acknowledge receipt and review of this Department Bulletin in HRMS.*