



GENERAL POLICE ORDER CLEVELAND DIVISION OF POLICE



EFFECTIVE DATE: November 20, 2008	REVISED DATE: August 4, 2011	NO. PAGES: 1 of 2	NUMBER: 3.4.22
SUBJECT: <p style="text-align: center;">TERRORIST ACTIVITY AND IDENTIFICATION RESPONSE</p>			
ASSOCIATED MANUAL:		RELATED ORDERS:	
CHIEF OF POLICE: <p style="text-align: center;"><i>Michael McGrath, Chief</i></p>			

Revisions are italics

PURPOSE: To provide guidance when there is suspicion of terrorist activity or a person is suspected of being a terrorist.

POLICY: The Cleveland Division of Police is committed to being vigilant against terrorist threats to the United States. The Division shall coordinate prevention and response efforts with all other government agencies as necessary.

Definition: Terrorism is the unlawful use, or threatened use, of violence by a group, committed against persons or property to intimidate, or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.

PROCEDURES:

- I. **Investigation of Terrorist Activity or Information:** Division personnel receiving information of suspected terrorist activity shall contact the Intelligence Unit by telephone at 5530 between 0800 and 1600 hours, Monday through Friday. At other times, personnel shall confer with their supervisors to determine whether or not an immediate notification is required. If immediate notification is deemed necessary, supervisors shall request the Communications Control Section (CCS) to contact the Officer-in-Charge (OIC) of the Intelligence Unit. All terrorism-related incident reports shall also be faxed to the Intelligence Unit at 5533.
 - A. Division personnel, such as personnel assigned to the Report Center, who receive terrorism-related information via LEADS and NLETS, shall follow the procedures in the preceding paragraph.
 - B. Members shall not make direct notification to a federal agency or task force for suspected **terrorist activity** or **information**. The Intelligence Unit or the Division's Homeland Security office shall make all notifications to outside agencies.

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II. Investigation of Individuals: Terrorist Screening Center (TSC)

- A. Queries on individuals that are sent through the National Crime Information Center (NCIC) also automatically access the TSC. When a query on an individual yields a positive response indicating a possible or confirmed link to terrorism, one of four handling codes is initiated. Division personnel shall familiarize themselves with the following codes in order to ensure the safest and most appropriate course of action.
1. Handling Code 1: Warning - Approach with Caution: Arrest this individual. This individual is associated with terrorism. Once this individual is arrested, immediately contact TSC for additional information and direction.
 2. Handling Code 2: Warning - *Approach with Caution*: Detain this individual for a reasonable amount of time for questioning. This individual is of investigative interest to law enforcement regarding association with terrorism. Immediately contact TSC for additional direction.
 3. Handling Code 3: Warning - The person queried through this search MAY be an individual identified by intelligence information as having possible ties with terrorism. Contact TSC for additional identifying information available to assist you in making this determination. Do not alert the person to this notice. Do NOT arrest this individual unless there is evidence of a violation of federal, state or local statutes. Conduct logical investigation techniques and ask probing questions to determine if this person is identical to the person of law enforcement interest.
 4. *Handling Code 4: has been deleted.*
- B. If contact with this **individual** warrants further investigation based on circumstances consistent with terrorist activity, contact TSC via CCS. TSC may be contacted at 1-866-872-5678 or via e-mail at TSC@techtrack.gov.