



BostonPolice

Field Interrogation, Observation, Frisk, and/or Search Report (FIOFS)

GENERAL CONSIDERATIONS: The Field Interrogation, Observation, Frisk and/or Search Report (FIOFS) (BPD Form 2487) shall now take the place of the department's Field Interrogation and/or Observation Report (FIO) and shall consist of an original only. The FIOFS report is a confidential document intended for police department use only. Department employees may only disseminate information contained on FIOFS reports to law enforcement personnel, and for legitimate law enforcement purposes. Communication of any arrest and/or conviction information that appears on an FIOFS to an unauthorized person or agency is a violation of the CORI law.

The FIOFS report plays an important part in the department's intelligence efforts to collect and disseminate data on the activities and whereabouts of known and suspected criminals and their associates in the city. For these reasons it is important for all sworn personnel to know how to properly complete and file such a report and how to access information contained in an FIOFS report.

Sec. 1 The FIOFS report has been prepared so that the department may accumulate up-to-date information concerning known criminals and their associates, the vehicles they use, the places they frequent, and persons suspected of unlawful design.

Sec. 2 Every on duty police officer shall carry FIOFS forms.

Sec. 3 The FIOFS report is an effective tool in clearing criminal cases because it is documentary evidence that corroborates oral testimony that a person was observed at a stated time in a stated place. An officer should, if practicable, complete an FIOFS report whenever:

- he/she observes an individual who the officer knows to have a criminal record

- he/she observes this person in more than one location or with different associates. The officer should complete an FIOFS report for each observation made.

Sec. 4 Officers shall be specific when filling in the “Reasons for Interrogation, Observation, Frisk or Search” section of the FIOFS report. An officer shall complete an FIOFS report whenever:

- he/she observes, detains, or interrogates a person suspected of unlawful design. The officer shall specify the type of crime suspected (i.e., rape, robbery, drugs, etc. It is not sufficient to simply enter “suspicious person” or “SP”).
- he/she frisks or searches an individual during a stop.

Whenever the officer completes a report, he/she shall also identify the reason for the original stop (i.e., radio call, citizen assist, investigative, criminal or motor vehicle law violation or other). The officer shall be specific with regard to the race of the individual (i.e., (W) White, (B) Black, (H) Hispanic, (A) Asian or Pacific Islander, (M) Middle Eastern or East Indian, (I) American Indian or Alaskan Native). Officers must enter a race, even when it is based solely on the officer’s perception, and shall not use any race designation other than those provided. The officer may enter ethnicity, when appropriate, in the proper space on the FIOFS report. The officer shall also record the time (military) and the complete date (00/00/00).

An officer shall also complete an FIOFS report whenever he/she searches a vehicle during a stop. The officer shall check the “Frisked” and/or “Search” box or boxes at the top of the FIOFS report whenever contact involves an actual frisk or search of an individual or vehicle. The officer shall check off vehicle, person, or both in the search box of the FIOFS report. The officer shall also check off the box that most appropriately describes the basis for the search: probable cause (PC), reasonable suspicion (RS), consent search (CS).

In addition to common criminal activity, an officer shall complete an FIOFS report in situations, including, but not limited to:

- Person(s) suspected of setting fire
- Person(s) known to or suspected of killing or torturing animals

- Person(s) acting suspiciously in or around schools, playgrounds, or other locations frequented by children
- Person(s) identified or suspected of posing or acting as police officers including person(s) carrying unauthorized badges or other police equipment including the use of scanners
- Person(s) known to or suspected of offering to buy winning lottery tickets from others
- Person(s) known to or suspected of scalping event tickets

Sec. 5 An officer shall complete an FIOFS report whenever he/she observes, interrogates, frisks, or searches an individual suspected of terrorist activity and shall immediately notify the intelligence Unit. The officer shall check off “yes” or “no” on the “Terrorism” box of the FIOFS report. Examples of suspected terrorist activity include:

- Person(s) found taking pictures or making sketches of critical infrastructure such as tunnels, bridges, or fuel storage areas. Also included are persons who have in their possession or attempt to purchase or gain access to facility blueprints.
- Person(s) who have in their possession or attempt to purchase uniforms that are not for the type of employment that they are known to be involved with.
- Person(s) found with or known to have false driver’s licenses or other false identity documents.
- Rental of storage space for chemicals, hydrogen or oxygen bottles, or the delivery of this type of material to any location not known to use such equipment
- Reports of small explosions in wooded areas or in abandoned buildings
- Groups of individuals living together with no visible means of support; unexplained spending with no indication of employment; acting secretive when communicating with associates.

Sec. 6 The officer shall complete the FIOFS report in ink and submit it to his/her supervisor before the end of his/her tour of duty. The supervisor shall inspect the FIOFS report for completeness and legibility. The supervisor shall return incomplete or illegible FIOFS reports to the submitting officer for correction. No officer, other than the submitting officer, shall make any corrections, additions, or any other alterations to the FIOFS report. The supervisor reviewing the FIOFS report shall sign in the appropriate

space and ensure that he/she immediately sends the FIOFS report to the district/unit detective commander. The district/unit detective commander shall ensure that the report is entered into the FIOFS database and that the written FIOFS report is forwarded to the Intelligence Unit within 48 hours after the submitting officer completes the FIOFS report.

Sec. 7 The department will install the FIOFS database in each district and investigative unit. The Intelligence Unit will maintain and administer the central FIOFS database. The district/unit detective commander and/or his designee(s) will have access to the FIOFS database. Access to the database at the district/unit level will be read-only and entry-only. The district/unit detective commander shall ensure that all FIOFS reports submitted to him/her are entered into the database within 48 hours after the submitting officer completes the FIOFS report. No person, other than Intelligence Unit personnel, will be authorized to alter, download, or print out information from the FIOFS database. The district/unit detective commander shall make the read only FIOFS database available at all times to officers assigned to that particular district or unit.

Sec. 8 The Intelligence Unit shall maintain a file containing all originals of FIOFS reports. The Unit shall maintain and administer the computerized citywide FIOFS database. Members of the department may request information relative to FIOFS reports through the commander of the Intelligence Unit. The Intelligence Unit shall document all requests for FIOFS report information. The Intelligence Unit commander shall establish security measures to ensure confidentiality of the department information contained in the FIOFS files.

Sec. 9 The Intelligence Unit shall maintain FIOFS reports for a period not exceeding 5 years. If an individual who has been the subject of an FIOFS report does not appear in the FIOFS database for 5 years following the date of an FIOFS report, his/her report shall be electronically archived in the FIOFS system.

Kathleen M.O'Toole

Police Commissioner