

PINEVILLE POLICE DEPARTMENT

GENERAL ORDER

SECTION: 11 INVESTIGATIONS

SUBJECT: 1103 SEXUAL ASSAULTS / RAPE INVESTIGATION

EFFECTIVE: 01/01/2015

1. **POLICY.** It shall be the policy of the Pineville Police Department to investigate all sexual assaults/rape reports.
2. **PROCEDURE.** The following procedure will serve as a guideline to investigating officers.
 - A. The initial responding officer shall advise the victim they may request to be interviewed by an officer of the gender of choice. Should the victim request an officer of opposite gender, the initial officer shall notify a supervisor and a reasonable attempt will be made to honor the victim's request. Once follow up has been assigned to a detective, the case will remain with the Detective assigned the case regardless of gender.
 - B. In the event of a recent occurrence, the initial responding officer shall make a reasonable attempt to obtain suspect, suspect description and all other relevant information to relay to other officers as soon as possible.
 - C. Notification of medical personal if needed.
 - D. Secure crime scene
 - E. After initial interview with the victim notify the on call investigator.
 - F. Investigators will be responsible for processing the crime scene in collection of evidence, and the follow up investigation.
3. **NOTIFICATIONS.** Notification will be made to the Sexual Assault Center and request a sexual assault advocate to come to the Emergency Room and/ or the Criminal Investigation Bureau. The phone numbers to contact a victim advocate will be listed at Pineville Police Department. The victim advocate should be contact once the investigator is on the scene and advises the Desk Sergeant to make notification. The main contact will be: Sherry Perkins 318-715-0118.
4. The investigating Officer will provide the victim with information packet that provides the victim resources for victims of Sexual Assaults.

The Sexual Assault Center
P. O. Box 1908
Alexandria, LA 71309
(318) 445-2022

By order of

Darrell Basco
Chief of Police