



Windsor Police Department General Order

Fair and Impartial Policing	G.O. 04.16
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Policy

It is the policy of the Windsor Police Department to be fair in its dealings with those who come to our attention regardless of the distinct difference among the wide array of individual characteristics and that all citizens shall be treated equally.

No member of the Windsor Police Department shall engage in racial profiling. Such practice undermines legitimate law enforcement efforts and fosters distrust among the community it serves.

The Windsor Police Department will not participate in, nor condone, the stopping, detention or search of any person when such action is motivated solely by considerations of race, color, ethnicity, age, gender or sexual orientation and the action would constitute a violation of the civil rights of a person.

Citizens will only be stopped or detained when there exists reasonable suspicion or probable cause to believe they have committed, are committing or are about to commit a violation of the law. The race or ethnicity of an individual cannot be the sole factor in determining the existence of probable cause to place in custody or arrest said individual nor does it constitute a reasonable and articulable suspicion that an offense has been committed so as to justify the detention of an individual or the investigatory stop of a motor vehicle.

This policy however shall not prohibit as part of a criminal investigation the use of an individual's race, nationality, ethnicity, gender, sexual orientation, disability, religion or any combination of such factors as a part of a specific description of a suspect, witness or victim.

Definitions

Racial or Bias-Based Profiling: The detention, interdiction, or other disparate treatment of an individual solely on the basis of the racial or ethnic status of such individual.

Stop: The act of restricting a person's liberty by a show of authority or by physical force.

Detention: the act of stopping or restraining a person's freedom to walk away, approaching and questioning an individual outside the realm of consensual encounter, stopping an individual suspected of being personally involved in criminal activity.

Search: Looking for or seeking out that which is otherwise concealed from view.

Traffic Stop: Anytime an officer initiates contact with a vehicle resulting in the detention of an individual and/or vehicle. Stops made as part of a checkpoint or spot check enforcement are considered officer initiated if contact with the operator is extended for any purpose. A traffic stop does not include providing assistance to a motorist, all contacts arising from traffic crashes or in cases where an officer initiates contact with a vehicle that has been linked to a specific incident, whether based on a motor vehicle or criminal complaint.

General exception: By law data must be recorded for all traffic stops, unless the police officer was required to leave the location of the stop in order to respond to an emergency or due to some other exigent circumstances within the scope of such police officer's duties.

Procedure

A. Officer responsibilities:

1. For all Motor Vehicle stops, officers shall:
 - a. Notify dispatch of the stop, providing the vehicles registration number or description and location of stop.
 - b. In a professional and polite manner inform the operator of the reason for the stop, unless there is a valid reason not to do so. Officers should introduce themselves and when asked provide their badge numbers. If an operator requests to speak with a supervisor, the officer will radio for the supervisor to come to their location.
 - c. All officers shall be required to report all motor vehicle stops in accordance with C.G.S 54-1m. Officers will record stop information into the department's CAD/RMS System (NexGen).
 - d. Officers are prohibited from asking the operator for demographic information and will instead use the operator's license or their own perceptions to make demographic determinations.

- e. Officers are required to distribute a state provided Complaint Notice Card informing motorists of certain rights as required by the Alvin W. Penn Act. These cards will be issued to all motorists regardless of enforcement action except when an officer must leave the scene prior to the stop being completed due to emergency or exigent circumstances.
- f. Officers will provide the occupants of the vehicle with the reason for the stop, unless to do so would put the officers in immediate danger. At the conclusion of the stop officer will explain the disposition of the stop and provide the operator with a notice of his or her rights, regardless of the disposition of the stop and in accordance with state law.

B. Civilian Complaints/ Allegations of Biased Policing: All complaints will be handled according to General Order 11.01: Internal Investigations / Citizen Complaints. In accordance with the requirements of CGS 54-1m, a copy of each complaint that alleges that an operator has been subjected to a motor vehicle stop by a police officer solely on the basis of race, color, ethnicity, age, gender, sexual orientation or religion and written notification of the review and disposition of such complaint must be provided to the Chief State's Attorney and the Office of Policy and Management Criminal Justice Division. Any information that can be used to identify the complainant, such as an operator license number, a name or an address, will be redacted from the copy of the complaint submitted.

D. Training in Bias/ Racial Profiling

1. Officers will initially be introduced to training in this area during the police academy and then refreshed during re-certification training.
2. Roll call training will be conducted when there are legal updates and new case law to keep officers abreast of current concerns.

E. Public Inspection

1. A copy of this policy shall be kept at the public libraries and the town clerks office for public inspection.