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<b>Domestic Violence Involving a Law Enforcement Employee</b>		



Cross Reference: 3.09, 4.05

Rule of Conduct: 1.08, 1.18, 1.30

Supervisor's Manual: 9.00

## I. Introduction

This directive applies to complaints of domestic violence that occur within the jurisdiction of the City of Columbus in which the alleged offenders are employees of the Columbus Division of Police or any other law enforcement agency. Being convicted of, or pleading guilty to, a Domestic Violence related offense may prohibit an officer from legally possessing a firearm.

## II. Definition

For purposes of this directive, “employee” means any sworn or civilian employee of a law enforcement agency.

## III. Policy Statements

- A. Any Division employee, other than the victim of the alleged offense, who knows or reasonably believes that another Division employee has committed the crime of Domestic Violence, Violation of a Protection Order, or has made threats of domestic violence shall immediately report the information to the Division as specified in Section IV,A below.
- B. Arrest is the preferred course of action when a violation of the Domestic Violence or Violation of a Protection Order statute has occurred and the primary physical aggressor can be identified. However, no complaint/afidavit shall be signed and no arrest shall be made except upon probable cause.
- C. Division personnel shall not give special privilege or consideration to any active or former law enforcement employee who becomes involved in a domestic violence situation. Responding personnel shall comply with the “Domestic Violence” directive and applicable sections of the law.

## IV. Procedures

- A. Division personnel who reasonably believe that another Division employee has committed or threatened to commit an offense of Domestic Violence or Violation of a Protection Order.
  1. Non-Supervisory Personnel

Immediately report the information to a Division supervisor.

2. Supervisory Personnel

- a. Immediately contact IAB Duty Desk personnel and relay the information **by phone or email (IABDeskSgt@columbuspolice.org)**.
- b. **Notify the alleged offender's immediate supervisor as soon as practical, and** cause a letter of information detailing the circumstances to be forwarded through the alleged offender's chain of command to IAB.

3. All Personnel

If the incident is presently occurring or if the threats of domestic violence are of an immediate occurrence, immediately notify Communications **personnel**.

B. Domestic Violence Calls Involving a Division Employee or Former Division Employee as the Alleged Offender

1. Communications Personnel

- a. Advise a Communications supervisor of the incident.
- b. If the location of the incident is within the City of Columbus, dispatch sworn personnel, including an on-duty Patrol supervisor, to the scene.  
Note: When the alleged offender is a Division employee, the responding sworn supervisor should be of a higher rank than the alleged offender.

2. Communications Supervisor

- a. If the location of the incident is not within the City of Columbus, notify and request the appropriate law enforcement agency respond to the scene.
- b. If the alleged offender is a Division employee, forward a letter of information detailing the incident and response through the involved personnel's chain of command to IAB.
- c. If notified of an arrest or charges filed against a Division employee, ensure the required emergency notifications are made.

3. First Responding Sworn Personnel

Request a sworn supervisor respond to the scene, if one was not previously dispatched.

4. Responding Sworn Supervisor

- a. If the alleged offender is a Division employee who is present and is arrested:
  - (1) Notify a Communications supervisor.
  - (2) If the alleged offender is a sworn employee:
    - (a) Relieve **the** sworn **employee** from assignment.
    - (b) Advise **the** sworn **employee** where to initially report for duty pending further notification by the chain of command.

- (3) **If the alleged offender is a civilian employee:**
    - (a) **Notify the Support Branch Assistant Chief.**
    - (b) **Request approval to relieve the civilian employee from assignment.**
    - (c) **Relieve the civilian employee from assignment only when directed by the Support Branch Assistant Chief.**
  - (4) **Notify the involved employee's chain of command and the LEADS Administrator by email as soon as practical.**
  - (5) Forward a letter of information detailing the circumstances, action taken, and referrals made through the involved employee's chain of command to IAB.
- b. If the alleged offender is a Division employee who is not present, cannot be easily located, and charges are to be filed:
- (1) Notify a Communications supervisor.
  - (2) **Notify the involved employee's chain of command and the LEADS Administrator by email as soon as practical.**
  - (3) Forward a letter of information detailing the circumstances, action taken, and referrals made through the involved employee's chain of command to IAB.
5. Alleged Offender's Immediate Supervisor
- a. Relieve **the involved sworn employee** from assignment if not done at the time of the arrest.
  - b. Relieve the involved civilian employee from assignment if not done at the time of arrest only when directed by the Support Branch Assistant Chief.**
  - c. Advise **the involved employee** where to report for duty pending further notification by the chain of command.
  - d. Advise the involved employee of available counseling services and strongly encourage the use of such services.
6. Bureau Commander/**Manager**
- a. Ensure personnel were relieved from assignment.
    - (1) **Cause a civilian to be relieved from assignment only when directed by the Support Branch Assistant Chief.**
    - (2) **If a civilian manager of a sworn employee, defer to the deputy chief.**
  - b. After reviewing the letters of information and the facts of the case, determine when sworn personnel may return to duty.
  - c. Ensure civilian personnel return to duty only when directed by the Support Branch Assistant Chief.**

C. Domestic Violence Calls Involving a Law Enforcement Employee From a Foreign Jurisdiction as the Alleged Offender

1. All Personnel

Follow the procedures set forth in Sections **IV,B,1** through **IV,B,3**, as applicable.

2. Responding Sworn Supervisor

- a. Immediately notify the zone lieutenant of the circumstances.
- b. Forward a letter of information through the chain of command concerning the incident to the Deputy Chief.

3. Zone Lieutenant

Cause an appropriate official of the alleged offender's foreign agency to be advised of the arrest or issued warrant.

4. Deputy Chief

Forward to IAB for filing.

**V. Administrative Investigations**

When a Division employee is arrested, charged, or is involved as the alleged offender in a domestic violence situation, IAB shall conduct a follow-up administrative investigation of the alleged offense unless otherwise directed by the Chief of Police.