

<b>Directive</b>	<b>Interview Room</b>	<b>600-16</b>	<b>1 of 4</b>
<b>Effective Date</b>	<b>September 1, 2009</b>		



## Wilkesboro Police Department

### Electronic Written Directives Document

#### I. PURPOSE

This Policy is intended to provide clear direction for the use of the Interview / Interrogation Room (hereinafter referred to as Interview Room) to ensure the safety of Wilkesboro Police Department personnel and the admissibility of statements made therein. The interview room is to be used for custodial and non-custodial interviews, and **NOT** to be used as temporary detention areas.

#### II. POLICY

The Wilkesboro Police Department has designated an interview room at the Police Department. Uniformed and non-uniformed personnel will use the designated room for all interrogations and interviews where it is likely that the interview could turn into an interrogation.

#### III. PROCEDURE

##### A. Definitions

1. Interview - An interview is a non-accusatory, structured conversation during which specific, behavior-provoking questions are asked with the purpose of eliciting interpretable behavior symptoms considered typical of truth or deception. Additional factual information concerning the case and/or suspects may also be developed during this non-accusatory exchange.
2. Interrogation - An interrogation is a conversation between the interrogator and the suspect, during which the suspect is accused of involvement in a particular incident or group of incidents. The accusatory tone of the exchange is what distinguishes the interrogation from the interview.

##### B. Rooms Designated as Interview Rooms

Interview Room 1- is located on the first floor of the police department between the officers' room and the Patrol Lieutenants office.

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C. Weapons Control

Prior to conducting an interview/interrogation in one the designated room, officer's will secure all firearms and tasers in one of the weapons storage lockers located outside the entrance to the interview rooms.

D. Security

1. Interview Room 1 is located on the main floor of the Wilkesboro Police Department. This room maybe used to conduct custodial and non-custodial, non-suspect related interviews, receive complaints from the public, juvenile status offenders (*Status Offender: A juvenile who is charged with an offense that would not be a crime if committed by an adult*) and interview witnesses.
2. Officers will inspect the rooms before and after conducting an interview/interrogation. Officers should be alert to the contents of the room prior to utilizing it.
3. All suspects and potential suspects will be frisked for weapons prior to entering the interview rooms.
4. Interview rooms are not holding cells; the rooms are in unsecured areas, during custodial and non-custodial suspect interviews/interrogations visual contact will be maintained through an open door or by utilizing the video system in the room.
5. Arrested subjects may be subject to wear restraints depending on their demeanor and discretion of the officer having physical custody of the arrestee or the detective working the case. If there is any doubt as to officer safety, the handcuffs will remain in place.
6. Detainees will not be restrained by securing them to fixed objects of any kind.

E. Welfare Measures

1. Officers will not place male and female detainees in the same interview room
2. Officers will not place adult and juvenile detainees in the same interview room

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F. Electronic Recording (NCGS 15a-211)

1. The Interview/Interrogation room is equipped with audio/video recording equipment and may be monitored and taped.
2. Interview/Interrogation room maybe visually monitored from the Support Operations Division.
3. All homicide interviews will be recorded onto a disk and treated as evidence. Requests for a hard copy recording from non-CIS personnel should be directed to the Captain of Support Services. Upon receipt of the disc, the requesting Officer will review the video to ensure it was recorded properly. Officers are prohibited from making duplicate copies of the original disk without a written notice from the District Attorneys Office or at the direction of the Chief of Police.
4. The original disk will be handled, labeled and stored in accordance with the Wilkesboro Police Department's evidence handling and processing procedures.

G. Number of Personnel in Room

1. Officers conducting custodial interviews or suspect interviews should have another officer in the area when ever possible for safety reasons. When this is not possible, the officer will have immediate access to a police radio or telephone for summoning assistance, if needed.
2. No more than two Officers' will occupy the room during an interview/interrogation, unless an emergency situation arises. A linguist would also be authorized to be present with the two officers in the interview rooms when language services are needed.
3. Other Officer's will not interrupt an Interview/Interrogation unless it is necessary to relay additional information.

H. Summoning Assistance

Uniformed personnel may request assistance by way of their portable radio. Non-uniformed personnel may request assistance by way of their portable radio or phone.

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I. Equipment/Items in the Rooms/ Interview Room Maintenance

1. The interview room will contain a table and multiple chairs. The room will also contain Electronic audio and video equipment.
2. The interview room will be left clean. No forms, pens, pencils, cups or other trash will be left in the rooms.

J. Access to Water, Restrooms, or Comfort Breaks

1. Restrooms for the Interview/Interrogation Room are located on the same floors as the Interview/Interrogation room.
2. Suspects will be provided access to the restroom, drinking water and other needs, as needed.
3. Comfort breaks are permissible when practical. Officers will maintain observation of the suspect during this time to ensure the suspect's safety. Non-custodial interview subjects will not be restricted from their access to restrooms or water breaks.

***Nothing in this policy gives the non-custodial interviewee any more freedom to move about the Wilkesboro Police Department building than a visitor who is not the focus of an interview.***

IV. REFERENCES

N.C.G.S. 15A-211  
CALEA 42.2.10