

	POLICY & PROCEDURE	SERIES # 703	PAGE 1 OF 2
	SUBJECT		EFFECTIVE DATE
	<b>CAREER CRIMINAL PROGRAM</b>		<b>01/25/16</b>
			OVERSIGHT <b>Investigations</b>
DISTRIBUTION ALL MANUALS	AMENDS/SUPERSEDES/CANCELS P&P # 703 dated 11/13/08.		

- I. **PURPOSE:** The purpose of this policy is to establish guidelines for the operation of the Hampton Career Criminal Program.
  
- II. **POLICY:** With goals of reducing crime in the City of Hampton and apprehending those individuals who commit crime, the Career Criminal Program has been developed to identify career criminals, and through prosecution, have them incarcerated for their current criminal activity. A joint effort by the Hampton Police Division and the Commonwealth Attorney's Office will facilitate the achievement of these goals.
  
- III. **PROCEDURE:**
  - A. The program is composed of a two-tier process:
    1. To prosecute, without plea bargaining or charge reduction, those persons identified as career criminals who commit certain crimes in the City of Hampton.
    2. To identify that segment of the offender population habitually involved in criminal activity and make officers aware of their criminal history.

Within the Division, program responsibilities lie with Investigative Services and Crime Analysis.

- B. **Investigative Services:**
  1. Each investigator making an arrest will be expected to review the circumstances of the case and the record of the offender to ascertain if the arrestee meets the following career criminal criteria:
    - a. The arrestee must have been 18 years of age or over at the time of the offense for which he/she is currently under arrest.
    - b. The arrestee must have been adjudicated and sentenced for committing a state or federal felony or have been released from a correctional facility.

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APPROVED:  
CHIEF OF POLICE



- c. The arrestee must have been previously convicted of one (1) or more violent crimes or two (2) or more of the following: burglary, auto theft, arson or felony drug offense.
  2. If the individual arrested was a juvenile, the following criteria will be used to ascertain if the individual is a juvenile habitual offender:
    - a. The arrestee has been charged with a state or federal felony.
    - b. The arrestee must have been previously charged with one (1) or more violent crimes or two (2) or more of the following: burglary, auto theft, arson or felony drug offense.
  3. The detective will produce a case file to include the form marked “Attention Career Criminal File”, and submit the file to the appropriate Investigative Services Sergeant for review. Upon review and concurrence, the file will be transferred to the Commonwealth’s Attorney for prosecution. The detective will contact the Commonwealth Attorney’s Office and arrange for a conference concerning the case when necessary. Crime Analysis is to be notified of such action by transmitting a completed notification form.
  4. The detective will be responsible for completing a Career Criminal or Juvenile Habitual Offender Work Sheet to document the progress of the current prosecution. After final disposition is made, the form should be placed with the case file and an electronic copy transmitted to Crime Analysis for inclusion on the Career Criminal list.
  5. Members of Uniform Services will be responsible for completing the above procedures in the event they charge an individual who meets the criteria of a career criminal or juvenile habitual offender.
- C. Crime Analysis:
  1. The Crime Analysis Unit will document data transmitted from Investigative Services/Uniform Services to ensure that each case involving a career criminal or juvenile habitual offender is fully documented and maintained.
  2. A Career Criminal Quarterly Report will be completed with the updated submissions and posted to the Hampton Police Division Intranet to serve as a reference.