



SACRAMENTO POLICE DEPARTMENT

GENERAL ORDERS



540.04 PARENTAL NOTIFICATION OF GANG ACTIVITY 06-07-93

PURPOSE

To establish procedures for notifying parents of possible gang or gang-related involvement of their children.

POLICY

To identify the persons present when gang activity or gang-related violence has occurred.

PROCEDURE

A. GENERAL

The Department shall, when possible:

1. identify the persons present when gang activity or gang-related violence has occurred.
2. notify the parent(s) or legal guardian(s) of any juvenile who is:
 - a. identified as a gang member.
 - b. involved in gang activity.
 - c. associating with known gang members.
 - d. present at a function or location where gang activity or gang-related violence has occurred.
3. inform parents when their child may be involved in gang-related activity or associating with known gang members so they will have the opportunity to take corrective action.

B. RESPONSIBILITIES

1. Officers

When contacting gang members or associates who are present, whether at a private function, such as a party, or dance, or in a public place, officers shall, when possible:

- a. verify if the suspected gang member/associate has been "validated", using the "MDTG" transaction on their MDT. If an MDT is not available, or if the suspected gang member/associate has not been validated, complete a Gang Information/Validation Report (SPD 632) on each member/associate that meets validation criteria. If the validation criteria is not met, complete a Field Contact Form (SPD 113) or an Incident Report (SPD 107).
- b. document the radio call number, nature of the call, and all activity deemed gang related in an Incident Report (SPD 107), classified "Gang Act", if no Crime Report (SPD 100) is made.
 - (1) The report shall include the circumstances of the contact.
 - (2) The original SPD 632 shall be forwarded to the Gang Unit, Narcotics/Gangs Division, Office of Investigations.

2. Gang Unit, OOI

- a. The Gang Unit Sergeant shall:
 - (1) review all Gang Act/Incident Reports and generate notification letters to parents/guardians.
 - (2) ensure that gang members validated on SPD 632 are entered into the Reports Management System.
- b. Upon request, the Gang Unit shall provide parents or guardians with information about gang activity in Sacramento. The Gang Unit Lieutenant shall approve and sign all letters mailed to parents/guardians.