



# Ripon Police Department

## Written Directive



Department Order: #600-01

Effective Date: August 19, 2019

Index as: Cold Case Investigations

Internal Review: Annual

---

### Contents:

- I. Policy and Purpose
- II. Definitions
- III. Procedure
- IV. Accountability
- V. Proponent Unit
- VI. Cancellation

## **I. POLICY AND PURPOSE**

The purpose of this directive is to set guidelines and requirements for cold case investigations.

It is the policy of the Ripon Police Department to investigate crimes thoroughly and with due diligence.

## **II. DEFINITIONS**

### **A. Cold Case Investigations**

An investigation involving a homicide, missing persons with suspicious circumstances, or sexual assault (forcible rape and attempted rape), where investigative leads have been exhausted, but remains open pending the discovery of new evidence.

## **III. PROCEDURE**

Investigating cold case homicides, missing persons and sexual assaults is about doing what is right and just for the victims, for their survivor family members, and for our community.

The method of prioritizing and tracking cold case investigations is an important component to solving these cases. The following factors will be most influential in the decision to reopen cold cases:

- New witness coming forward

- New DNA technology to test old physical evidence
- New evidence for DNA testing
- Other physical evidence
- New technology to test other physical evidence

Cold cases will be tracked within our computerized Records Management System database. Each case that is deemed to be a cold-case will have a “Cold Case” status specified, meaning that the case is not closed. This will facilitate searching for cold-cases easily and quickly.

In California victims of crime have state constitutional standing and rights, guaranteeing that their voices will be heard. For many cold case victims, their voice is still being heard through their surviving family members. For some victim families, maintaining periodic contact may be an important component to their coping process. In order to prevent the potential to provoke emotional trauma with victim families, a Detective will consult the family regarding their desired frequency of contact. After consulting with the family, the Investigations Supervisor will assign a Detective to maintain periodic contacts within reason.

The level of collaboration between law enforcement agencies and the District Attorney’s Office is a critical component to success in solving and prosecuting cold cases. In the pursuit of successful collaboration, the Ripon Police Department will sign a Partnership and Cooperation Agreement with the newly formed San Joaquin County Cold Case Task Force.

#### **IV. ACCOUNTABILITY**

Every employee who receives a written directive, *new or revised*, will acknowledge electronically that he or she has received, reviewed, and understands the directive.

#### **V. PROPONENT**

Administration Unit.

#### **VI. CANCELLATION**

Cancellation of an issued directive will be made by the Chief of Police or his/her designee.

By the order of:

***Daniel Sauer, Chief of Police***

---

Signature of Agency Authority/Title