


<b>University of Pennsylvania Police Department</b> 4040 Chestnut Street, Philadelphia, Pa 19104		
<b>Directive:</b> 70	<b>Subject:</b> Crime Analysis	<b>Effective Date:</b> 12/13/1999
<b>Order of:</b> Gary Williams, Chief of Police		<b>Amended Date:</b> 08/01/2023

**I. Purpose**

The purpose of this directive is to establish policy concerning the analysis of data relative to crime and criminal activity occurring within, and immediately surrounding, the patrol boundaries of the University of Pennsylvania Police Department (UPPD), and to further develop a system of collecting, collating, analyzing, and dissemination of such data.

**II. Policy**

It shall be the policy of the UPPD to use criminal analysis data to determine, for predictive purposes, the frequency with which events occur and the extent to which they are associated with other events. Further, the collection, analysis, and distribution of readily available crime data information to officers will enhance the effectiveness of the UPPD in preventing future incidents of crime within the University community.

The Director of PennComm Operations shall be responsible for the collection, analysis, and distribution of crime analysis data to other members of the UPPD. Further, the Chief of Police will chair monthly “PennStat” meetings that will serve as an in-depth analysis of criminal activities across all shifts, and to develop strategies to combat and reduce incidents of crime in the UPPD’s patrol area.

**III. Scope**

This directive shall affect all sworn police officers.

**IV. Procedures**

A. Sources of Criminal Analysis Data

1. The following sources shall be utilized when formulating data for criminal analysis purposes:
  - a. UPPD Incident Reports,
  - b. UPPD Investigative Reports,

- c. Philadelphia Police Department (PPD) Incident Reports,
- d. PPD Arrest Reports, and/or
- e. Related reports and statistics received from other police agencies providing service to the University community.

B. Analysis of Crime Patterns/Related Problems

1. Crime analysis should identify similarities and patterns of crime as well as aid in assembling and categorizing specific crimes that may involve specific offenders. The primary analytical tool will be the monthly "PennStat" meetings, at which time the Chief of Police, the Captain of Patrol, and the Deputy Chief of Investigations will meet with all Shift Commanders and supervisors to analyze criminal incidents, accidents and related problems that occurred during the previous month, and to develop strategies to reduce the number of criminal incidents within the community.
2. To accomplish effective criminal analysis, the following factors will be considered:
  - a. Frequency by type and crime,
  - b. Geographic factors,
  - c. Chronological factors,
  - d. Victim description,
  - e. Suspect description and demographics,
  - f. Modus operandi factors,
  - g. Physical evidence information,
  - h. Witness information, and
  - i. Effects of community or problem-oriented policing on criminal activities.

**Note:** During the monthly "PennStat" meetings, Shift Commanders/supervisors are expected to be prepared to discuss all of the above mentioned aspects to help reduce incidents of crime.

C. Dissemination of Crime Analysis Information

1. Information derived from crime data analysis which is related to operational and tactical planning, strategic planning, crime prevention, etc. shall be shared with the Captain of Patrol and Shift Commanders in a timely fashion.

2. A monthly report of crimes and arrests made within the UPPD's primary jurisdiction shall be generated and forwarded to the Chief of Police by the Deputy Chief of Investigations. This information shall be examined, and strategies developed during each monthly "PennStat" meeting of UPPD Shift Commanders/Supervisors.
3. The Deputy Chief of Investigations shall be responsible for ensuring that crime information data is distributed to all members of the UPPD via the chain of command. Maps will be distributed to all Shift Commanders and supervisors on a weekly and monthly basis that indicate the location, time of occurrence, frequency, and type of crimes occurring within the UPPD's primary jurisdiction.
4. When a trend or pattern is found in the analysis of information, a report shall be prepared immediately by the Deputy Chief of Investigations. This report shall be distributed to the Chief of Police, Deputy Chief of Patrol Operations and the Captain of Patrol and shall then be shared with the Shift Commanders/Supervisors for dissemination to the UPPD patrol officers.
5. Statistical reports containing specific crime information will be made available to the University community to enhance the community's knowledge and support of the department's crime prevention efforts.

#### D. Use of Crime Analysis Information

1. Crime analysis data will be used for:
  - a. Long-range planning,
  - b. Forecasting future needs,
  - c. Making predictions on the basis of current trends,
  - d. Development of tactics for operational components,
  - e. General crime suppression strategies,
  - f. Manpower needs and allocation,
  - g. Development of ideas and suggestions for improvement in overall patrol strategies, and
  - h. Information sharing and training at shift roll calls, and/or for other specific departmental needs.

#### E. Compliance

Violations of this directive, or portions thereof, may result in disciplinary action.

#### F. Officers Assigned to Other Agencies

Officers of this department assigned to or assisting other law enforcement agencies will be guided by this directive.

#### G. Application

This directive constitutes departmental policy, and is not intended to enlarge the employer's or employee's civil or criminal liability in any way. It shall not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims insofar as the employer's or employee's legal duty as imposed by law. Violations of policy will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting.