



SACRAMENTO POLICE DEPARTMENT

OFFICE OF INVESTIGATIONS



527.15
TELEPHONE COMPANY ASSISTANCE
04-12-95

PURPOSE

To establish procedures when requesting telephone traps or related devices to be used or installed by the telephone company.

POLICY

That telephone traps or related devices may be utilized as investigative tools in the investigation of crimes involving the use of the telephone.

PROCEDURE

A. DEFINITION

DIALED NUMBER RECORDER - a device which records out going call time and numbers, and incoming call times without the number.

B. REQUESTS

In cases involving use of the telephone in a crime such as telephone pests, obscene telephone calls, and extortion and threats, the Pacific Bell Telephone Company will trap the line after receiving a request to do so from the Police Department or victim. The phone company requires a police offense report number at the time the request is initiated.

C. TELEPHONE TRAP

1. At the present time there is only one (1) type of telephone trap available for use by the telephone company. This type of trap makes and keeps a written record of all calls to the victim's phone, listing the telephone numbers and the times the calls were made.
2. With this trap, it is necessary that the victim keep an accurate record of all calls received and the times in order to separate the suspected call(s) from all other calls received. If the trap is successful, the phone company will notify the detective assigned to the case. At that time all pertinent information is given. The detective gives this information to the victim.

D. TRACE

1. A trace can be made by the telephone company and the procedures are the same as for the trap.
2. The requirements for installing a trace are much more restrictive. There must be an immediate threat to life, including an individual threatening suicide, kidnapping or extortion before a request will be approved and a trace implemented.

E. DIALED NUMBER RECORDERS

1. The appropriate Office of Investigations division captain shall designate a Dialed Number Recorder (DNR) Coordinator.
2. If a telephone DNR is required for an investigation, the investigator shall complete the "Dialed Number Recorder Request" form (SPD 270) and forward it through their chain of command to their section lieutenant for approval.
3. The section lieutenant shall:
 - a. notify the division captain of all approved DNR requests.
 - b. forward all approved SPD 270s to the DNR coordinator.
4. The DNR Coordinator shall:
 - a. maintain a file for each DNR which shall include:
 - (1) approved DNR requests.
 - (2) copies of phone company charges.
 - b. upon receipt of all DNR charges, forward a copy of the telephone charges to the appropriate investigator's sergeant, who shall:
 - (1) check the charges for accuracy.
 - (2) maintain accountability on the cost of the investigation.
 - (3) notify the DNR coordinator of all approved charges.
 - c. forward all approved bills to the Fiscal Section for payment.