



**SACRAMENTO POLICE DEPARTMENT  
OFFICE OF OPERATIONS**



**520.04  
BIASED CRIME INCIDENT RESPONSE  
6-23-21**

**PURPOSE**

The purpose of this order is to establish response procedures for the investigation of bias and hate crime incidents.

**POLICY**

The Sacramento Police Department shall ensure that rights established by State and Federal law are protected for all individuals irrespective of their disability, gender, nationality, race or ethnicity, religion, sexual orientation, and/or association with a person or group with one or more of these actual or perceived characteristics. Any acts or threats of violence, property damage, harassment, intimidation, or other crimes motivated by hate or bias shall be viewed very seriously and given high priority.

This Department will employ available resources and take action to identify and arrest hate crime suspects. Also, recognizing the particular fears and distress typically suffered by victims of hate crimes, the potential for reprisal and escalation of violence, and the far-reaching negative consequences of these crimes on the community, this Department shall take all reasonable steps to attend to the security and related concerns of the immediate victims and their families as feasible.

**PROCEDURE**

**A. GENERAL**

1. The response to all hate or bias crimes shall be in accordance with General Order 524.04.
2. All hate or bias crimes are high profile which require documentation of the chain of command to include the sergeant, watch commander, executive lieutenant and captain.

**B. COMMUNICATIONS CENTER RESPONSIBILITY**

1. The communications center personnel should screen all calls for bias whenever possible and should note that on the call. The radio dispatcher shall ensure that the district sergeant copies the call.

**C. OFFICER RESPONSIBILITIES**

1. Officers responding to calls for service that could possibly be hate or bias related shall ensure they update their sergeant.
2. Officers should also affirmatively ask the reporting party if they believe bias is involved.
3. A full canvas of the immediate area shall be completed.
4. Officers shall document their actions in a crime or incident report whenever they respond to a call involving a hate crime or bias related crime.

**D. SUPERVISOR RESPONSIBILITIES**

1. The district sergeant should respond to the call in a timely manner if practical.
2. The involved sergeant shall report all calls that are possibly hate or bias related to the on-duty watch commander as soon as possible.

**E. MANAGER RESPONSIBILITIES**

1. The on-duty watch commander shall prepare a summary of the call and send it to the Felony Assaults Sergeant and Major Crimes Lieutenant.
2. The on-duty watch commander shall notify the area executive lieutenant and captain of the incident in a timely manner.
3. The area executive lieutenant and captain shall evaluate the incident in a timely manner.
4. The area captain will ensure that follow-up will be done with the reporting party and assign resources to re-contact the reporting party if necessary.



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5. The area captain or designee will notify the Public Information Officer and Office of Operation Chief.
6. The area captain will coordinate follow-up with Investigation Division.