



General Order 44.3 - Juvenile Operations

PURPOSE: Protect juveniles who are considered sexually exploited or sexually abused, and those who are missing, have runaway, or circumstances of the child's disappearance suggest an abduction or other involuntary action on the part of the child.

DATE OF APPROVAL: 01/28/10

DATE OF ISSUE: 1/28/10

EFFECTIVE DATE: 1/28/10

REVIEW DATE: Annual

AMENDS: 44.3.1

THIS ORDER CANCELS: 44.3 Approved 12/01/03

ISSUED BY : Sheriff Jeffrey T. Easter

REVIEWED BY: Standard Review Committee

INDEX AS:

[44.3.1 Wichita/Sedgwick County Exploited and Missing Child Unit Operations](#)

44.3.1 WICHITA/SEDGWICK COUNTY EXPLOITED AND MISSING CHILD UNIT OPERATIONS

- A. In those instances where a particular case may be beyond the capabilities of the Exploited and Missing Child Unit (E.M.C.U.) or require additional investigative personnel, the sheriff may direct that the further criminal investigation be done either jointly between E.M.C.U. and the sheriff's department, or that the investigation be performed completely by the sheriff's department.
- B. It is not perceived that E.M.C.U. will operate as an autonomous unit, but rather will present a coordinated and cooperative effort between law enforcement and the social services field with a free exchange of information between E.M.C.U. and the parent organizations.
- C. E.M.C.U. shall have the responsibility for investigation and preparation for criminal prosecution of those cases involving a victim who is a minor and the criminal offense is:

1. Indecent liberties with a child (under 16);
 2. Aggravated indecent liberties (under 16);
 3. Criminal sodomy (under 16);
 4. Aggravated criminal sodomy (under 16);
 5. Lewd and lascivious behavior (under 16);
 6. **(R)** Electronic Solicitation (under 16);
 7. Indecent solicitation of a child (under 16);
 8. Aggravated indecent solicitation (under 14);
 9. **(R)** Prostitution (under 18);
 10. **(R)** Promoting prostitution (under 18);
 11. Patronizing a prostitute (vict. or perp. under 16);
 12. **(R)** Sexual exploitation of a child (under 18);
 13. Incest (under 18);
 14. **(R)** Aggravated incest (under 18);
 15. Interfere with parental custody;
 16. Rape (under 16).
 17. **(R)** Physical Abuse (under 18)
- D. Reports on assigned cases will be forwarded to E.M.C.U. to contact all involved parties, investigate the case, and present all pertinent data to the district attorney's office.
- E. Any investigation commenced by the Sedgwick County Sheriff's Office in which it appears that the crime committed is one of those listed in section 44.3.1 C, shall be turned over to E.M.C.U. for the conclusion of the investigation. An investigation commenced by E.M.C.U. that reveals that the crime committed was not one of those listed in section 44.3.1 C, shall be returned to the sheriff's department Investigations Division for the completion of the investigation.
- F. Cases in which the social rehabilitation services (S.R.S.) has received the initial report shall automatically be routed to E.M.C.U. This will be accomplished by S.R.S. directing an intake report to the E.M.C.U. social rehabilitation services supervisor who will assign it to the E.M.C.U. team.
- G. In the event of a stranger abduction involving a child the Exploited and Missing Child Unit (EMCU) supervisor will be notified immediately by the field supervisor at the scene. When a deputy takes a missing person report involving a juvenile, he/she will notify their field supervisor immediately. The field supervisor will then contact the EMCU supervisor and advise them of the situation. The EMCU supervisor will determine whether or not the incident warrants activating the AMBER ALERT PLAN. Procedures for activating the

AMBER ALERT PLAN can be found in the EMERGENCY OPERATIONS MANUAL furnished to each supervisor when available.

H. EMCU has responsibility for the Forensic Computer Crimes Unit (FCCU). This unit is a multi-jurisdictional unit consisting of members from the Wichita Police Department and Sedgwick County Sheriffs Office. The Unit has overall responsibility for the collection and examination of digital media and computers.

1. When a computer is located that will be required for evidence, the on-call EMCU Supervisor will be contacted. The EMCU supervisor shall be provided the following information:
 - a. Type of Crime;
 - b. Reason for the seizure of the computer or media;
 - c. If a search warrant or a waiver to search has been obtained.
2. If a detective has probable cause that evidence exists on a computer, they should obtain that computer either through a Consent To Search or a search warrant.
 - a. If a computer or media is to be taken via consent, a Consent To Search form will be used.
 - b. If the computer or other electronic storage device is given under consent and unreasonable time frames are placed for the return of the item, a search warrant should be obtained.
3. If a search warrant is to be obtained, the FCCU can provide technical assistance to the investigators preparing the search warrant. The FCCU should not be expected to write the search warrant for the investigators. Search Warrants MUST contain terminology allowing the seizure of the computer and other electronic media AND the search of the media once it is seized. Once a search warrant or consent is obtained, the FCCU detectives or any properly trained investigator will respond to the scene to remove or disconnect the computer as specified in the search warrant or waiver. Transportation and storage of the computer is to follow P&E policies.
4. Only an FCCU detective or a properly trained investigator shall turn on, turn off, touch, disassemble, operate or attempt in any way to view the contents of any computer, digital camera, hard drive, floppy drive, portable storage device or any other form of computer media. The Forensic Unit has the proper training, software and hardware necessary to view these items without altering or destroying their evidentiary value. This shall not preclude the Forensic Unit Detective from directing or authorizing specific action in given situations.
5. The EMCU Supervisor will notify one of the Detectives assigned to the Forensic Computer Crimes Unit and have them respond to the scene. The responding detective will be the only person authorized to remove the computer and/or other digital media. If the FCCU Detective is unavailable, then a properly trained

investigator will collect the evidence in accordance to P&E policies and procedures.

6. A. REQUEST FOR EXAMINATION form shall be completed by the case detective and will accompany any computer seized or submitted to the Forensic Computer Crime Unit within 72 hours of seizure. Any computer or media for which a REQUEST FOR EXAMINATION form is not received will be turned in to P&E and will not be placed in line for examination.