

Seattle Police Department

Directive

May 14th, 2015

Directive Number 15-00023

Interim Policy: *Terry* Stop Data Collection Template

Effective May 15th, 2015, officers must document all *Terry* stops on the *Terry* Stop Data Collection Template attached to either a GO Report or Street Check. (See Appendix 1.)

- Officers must use a separate template for each person seized during a *Terry* stop.

This interim policy will remain in effect until rescinded.

APPENDIX 1: Terry Stop Template

The Department is releasing a template to begin collecting information regarding *Terry* stops. Documentation of *Terry* stops is both a major requirement of the Settlement Agreement and critical to the Department's commitment to data-based policing. Accordingly, use of this template will not only help us reach compliance, but will also provide the Department with information to better understand when, where, and why *Terry* stops are occurring for deployment considerations.

Terry Stop: A brief, minimally intrusive seizure of a subject based upon articulable reasonable suspicion in order to investigate possible criminal activity.

Officers Will Complete a *Terry* Stop Template on the MRE for each person who is detained.

- The report itself can be a GO, Supplemental, or Street Check; whichever is appropriate for the circumstances.
- The report must be "Event" linked to the call in the MRE.
 - This happens automatically when you prefill your call into MRE report.
- One Template for each person detained.
 - For every *Terry* stop template there must be a corresponding Entity on the report.
 - For known persons, the name on the *Terry* Template must match the name on the Entity.
- The narrative on the *Terry* stop template is where officers will articulate the reason for the detention.
 - The *Terry* narrative does not replace the GO Narrative Template (for GO reports).
 - The *Terry* template narrative may be cut and pasted, but needs to be able to accurately justify the detention, and reasons for a frisk if a frisk is performed.
- Incidents that develop PC and become an arrest still require a *Terry* template for each person detained.
- Perceived characteristics of the subject are determined by the officer at the time the decision is made to contact the subject.
- Officers will provide a business card, with their name and event number to the subject at the end of the contact. Subject may refuse to take the card, but one must be offered.

What if...

- If you detain the person based upon probable cause?
 - That detention is not a *Terry* stop, and you don't need the template.
 - Onview Infractions (no TS template).
 - Onview Crim Citation (no TS template).
 - Onview Crime → Arrest (no TS template).
- However: if you develop the PC after making a *Terry* stop, you still need to do the *Terry* stop template.

Reasonable Suspicion + Detained = Terry Stop → Terry Stop Template + MRE Entity