

	KANSAS CITY MISSOURI POLICE DEPARTMENT	DATE OF ISSUE	EFFECTIVE DATE	NO.
	<b>PROCEDURAL INSTRUCTION</b>	10-28-2015	10-28-2015	15-10
SUBJECT			AMENDS	
DRAGNET Reports				
REFERENCE		RESCINDS		
D.M. – Records Destruction		PI 10-3		

## I. INTRODUCTION

The DRAGNET (Data Research and Analysis for Geographic Narcotics Enforcement Targets) Program is a computer tracking system established for the purpose of targeting locations of sales and consumers of illegal substances. The DRAGNET System provides department members up-to-date intelligence information on drug markets in the city through the Alert II System. The DRAGNET records database is available for officers to search for information regarding controlled substance activity in their zones, sectors and districts. Accessing information on this system requires the use of a secure Alert II terminal. This database is also utilized to establish enforcement priorities among the active drug markets and to measure the effectiveness of drug enforcement strategies.

## II. PROCEDURE

### A. Suspected Narcotics Activity Report, Form 115 P.D.

1. When department members suspect or become aware of a location that is involved in the distribution of illegal controlled substances, they will complete a Suspected Narcotics Activity Report, Form 115 P.D.
2. When a department member initiates a Suspected Narcotics Activity Report, Form 115 P.D., an original case report number will not be required; however, when reporting another offense, the CRN of the original report should be entered into the "Supp. CRN" field.
3. Suspected Narcotics Activity Report, Form 115 P.D., should be completed as soon as information is received and not held until all of the information has been obtained. An additional Form 115 P.D., may be completed each time new information is being reported.
4. It is imperative that all attempts be made to obtain the exact address being reported on the Suspected Narcotics Activity Report, Form 115 P.D., as only exact addresses, or valid intersection addresses, can be entered. Information received on an address not within Kansas City, Missouri, should still be recorded on a Form 115 P.D. The completed report containing another city's address will be forwarded by the Street Crimes Unit (SCU) to the appropriate agency.
5. The Suspected Narcotics Activity Report, Form 115 P.D., may also be used to record intelligence information received from arrests regarding illegal controlled substance activity.

- B. Narcotics Enforcement Activity Report, Form 115A P.D.
1. The Narcotics Enforcement Activity Report, Form 115A P.D., will be completed by law enforcement personnel whenever a narcotic-related arrest or enforcement action is taken against an individual or at a location involved in controlled substance activity.
  2. When an officer initiates a Narcotics Enforcement Activity Report, Form 115A P.D., an original case report number is not required; however, when completing this report in conjunction with another offense, the CRN of the original report should be entered into the "Supp. CRN" field and should be noted on the "Report Supplemental" tab in the ARS report.
  3. A Narcotics Enforcement Activity Report, Form 115A P.D., will also be completed by an officer whenever controlled substance-related activity results in the recovery of a suspected controlled substance in unoccupied buildings, residences, vehicles, etc.
- C. There are two options that the general public has to report suspected controlled substance activity:
1. They may call either the 24 hour crime information hotline number 474-TIPS or the 24 hour drug hotline number 474-DRUG.
  2. They may utilize the public online reporting form in either the English or Spanish version found on the department's website, [www.kcpd.org](http://www.kcpd.org).
- D. All information from the online reports will be compiled and entered into the ALERT II system by SCU personnel as outlined in their unit manual.
- \*E. SCU personnel will enter the information from Forms 115 P.D. and 115A P.D. according to their unit policy.
- \*F. The SCU will retain the reports according to the current department memorandum entitled, "Records Destruction" and the Missouri Secretary of State's Records Retention Schedule.
- G. Members are encouraged to publicize to citizens the hotline number, 474-TIPS, and the drug hotline number, 474-DRUG which operates on a 24-hour basis, to report drug activity.
- H. **[REDACTED]**
1. **[REDACTED]**
    - a. **[REDACTED]**
    - b. **[REDACTED]**

- c. [REDACTED]
  - d. [REDACTED]
  - e. [REDACTED]
- 2. [REDACTED]
  - 3. [REDACTED]

Darryl Forté  
Chief of Police

Adopted by the Board of Police Commissioners this \_\_\_\_ day of \_\_\_\_\_ 2015.

Alvin Brooks  
Board President

**DISTRIBUTION:** Department Personnel  
Public View Master Index – Internet  
Department Master Index – Intranet  
Policy Acknowledgement SyStem (PASS)