



| DEPARTMENT OF PUBLIC SAFETY OPERATING PROCEDURES MANUAL | | |
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| CHAPTER 218 | INTERNATIONAL CRIMINAL POLICE ORGANIZATION (INTERPOL) | |
|  | Effective: 12/28/2010 | Commissioner Approval:  |
| | Authorities: 22 USC Section 263a | |
| | Applicability: OFFICERS | |
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218.100 INTRODUCTION

INTERPOL exists to promote mutual assistance among international law enforcement authorities in the prevention and suppression of international crime; assistance in facilitating international arrests and extraditions; and an exchange of criminal justice and humanitarian information between member nations. U.S. participation in INTERPOL is through the United States National Central Bureau (USNCB) pursuant to Title 22 U.S. Code Section 263a, U.S. law and policies, and the INTERPOL Constitution.

The USNCB does not function as an operational entity with regard to investigations of criminal matters, but rather coordinates and facilitates requests for information between foreign and U.S. law enforcement organizations regarding persons, vehicles, and goods that bear on criminal matters within their respective jurisdictions. Unless federal jurisdiction is involved, USNCB is the only medium that state and local police have for securing foreign police assistance in any criminal matter. Investigative requests received by USNCB are referred to the appropriate foreign National Central Bureau.

218.300 ASSISTANCE AVAILABLE THROUGH INTERPOL

Types of assistance available through INTERPOL include: name checks; criminal history checks; license checks; fingerprint checks; photograph and physical description checks; fugitive searches; witness location and interviews; weapons traces; modus operandi information; extradition and deportation proceedings; selected types of stolen property identification and recovery; information on missing, ill, or deceased persons; wanted notices; and terrorism intelligence.

INTERPOL also provides assistance in humanitarian cases involving death notifications, child custody, parental abduction matters, and law enforcement applicant inquiries.

218.310 PROCEDURES FOR INTERPOL CASE INITIATION

A. All Department contact with INTERPOL will be through liaison officer. Officers of the department will direct all requests for INTERPOL assistance through the INTERPOL Alaska Liaison Officer assigned to the Criminal Intelligence Unit under AST. The Liaison Officer will review the request to assure it meets requirements and contact the USNCB for action on the request.

B. *Submitting requests for INTERPOL assistance.* Request(s) received from department officers or municipal agencies must include the specific reason for the request, the urgency of the matter, and complete details on the investigation or assistance requested. Requests shall be submitted to the INTERPOL Alaska Liaison Officer:

AST – Criminal Intelligence Unit
INTERPOL Alaska Liaison Officer
101 East Sixth Avenue
Anchorage, Alaska 99501

Telephone: 907-265-8153 (days), Fax: 907-274-0851
NLETS: AKAST0100

C. *Requirements for INTERPOL assistance.* The INTERPOL Alaska Liaison Officer will review all requests for assistance to ensure that the request meets INTERPOL requirements. If any of the requirements are omitted, the Liaison Officer will contact the requester for additional information before submitting the request to USNCB. Requests for INTERPOL assistance must include:

1. An INTERPOL member country and legitimate U.S. law enforcement agency;
2. An international investigation;
3. A violation of the laws of the U.S. and the foreign country involved;
4. A case with no relation to political, racial, religious or military matters;
5. A link between the crime and the subject of the case;
6. A clear indication of the reason for the request;
7. The type of investigation; and
8. Identifying information as complete as possible on the subject.

D. *Information* required on INTERPOL applicant inquiries. Applicant inquiries through INTERPOL must be submitted in writing and must include the following:

1. Reason for the request, e.g., applicant for law enforcement position;
2. Full name of applicant (to include last name, first name, and middle name/initial);
3. Date and place of birth;
4. Parents names (to include mother's maiden name - required if record checks are to be completed in Spanish- speaking countries);
5. Name of each country the applicant has resided in or visited, and the dates; and
6. Fingerprints - while not required by each member country, a more conclusive search will be conducted if provided.