



RICHARDSON POLICE DEPARTMENT



GENERAL ORDER

- I. PURPOSE
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I. PURPOSE:

The purpose of this order is to outline the proper protocol for eyewitness identification procedures.

II. POLICY:

It is the policy of the Richardson Police Department that officers shall strictly adhere to the procedures set forth here to maximize the reliability of identifications, minimize unjust accusations of innocent persons, and to establish evidence that is reliable and conforms with established legal procedure.

III. PROCEDURE:

A. Definitions

- 1. Photo Lineup – An identification procedure in which a group of photographs are displayed simultaneously and presented to the witness.
- 2. Sequential Lineup – An identification procedure in which lineup photos are displayed one by one (sequentially).
- 3. Field Identifications – An identification procedure involving showing a single suspect to an eyewitness and asking them to identify or reject the suspect as the actual perpetrator.
- 4. Independent Administrator – The officer administering a lineup did not compose the lineup and has no knowledge as to which photo is that of the suspect.
- 5. Confidence Statements – A statement in the witness' own words, articulating their level of confidence in the identification.
- 6. Fillers – non-suspect photos

B. Photo Line-ups

- 1. If at all possible, photo lineups shall be carried out by an independent administrator.

2. Photo lineups will only be conducted when a specific suspect(s) is developed by the officer involved in the investigation. Random suspect photo lineups are not permitted.
3. The Photographic Lineup Instructions form, [G.O. 3.00.13-001](#) will be used during the administration of all such investigations. This form will include a confidence statement.
4. If there are multiple witnesses:
 - a. Each witness shall be given instructions regarding the identification procedures without other witnesses present.
 - b. Each witness shall view the lineup separately.
 - c. The suspect will be placed in a different position of the lineup for each witness.
 - d. Witnesses shall not be allowed to confer with one another until all identification procedures have been completed.
5. The suspect's photo will be grouped with at least five other subject photos (fillers). The showing of a single photograph for identification purposes is prohibited.
 - a. Photos shall be of similar characteristics, i.e., hair color, length, facial hair, age, etc.
 - b. All color or all black and white photos shall be used. Photo copies are not permitted.
6. If the witness identifies a person as the perpetrator, the eyewitness shall not be provided any information concerning such person before the administrator obtains the witness' confidence statement about the selection.
7. When showing a new suspect, avoid reusing the same fillers in lineups shown to the same witness.
8. Identification procedures shall be videotaped whenever possible. If this is not practical, an audio tape of the procedure will be done.

C. Sequential Lineups

1. An independent administrator is the preferred administrator for both simultaneous and sequential lineups. However, because there is a greater risk that an administrator may convey unintentional cues during sequential presentations, sequential presentation shall only be used if the identification procedure is being conducted by an independent administrator. If an independent administrator is not available, simultaneous presentation of photos is necessary.
2. In sequential lineups, witnesses should not be told how many photos will be shown.

D. Field Identifications

1. Field identifications will only be conducted under the following conditions:
 - a. The suspect is detained within a reasonable time of the offense.
 - b. A lineup cannot be promptly arranged.
 - c. There is an immediate need to arrest the suspect.
2. A full and detailed description of the suspect shall be provided by the witness before they observe the suspect.
3. The witness shall be transported to the location where the suspect is being detained.
4. Measures shall be taken to reduce potentially damaging or prejudicial inferences that may be drawn by the witness, including, but not limited to:
 - a. Removing the suspect from a squad car.
 - b. When practical, removing handcuffs from the suspect.
5. If there are multiple witnesses to the offense, only one should participate in the field identification. If a positive ID is made, the other individual(s) who witnessed the crime should be shown a photo lineup.
6. If there are multiple suspects, these suspects shall be separated and subjected to separate field identifications.
7. The Field Identification Instructions Form, [G.O. 3.00.13-002](#) will be used during the administration of all such investigations. This form will include a confidence statement.
8. Officers in the field will utilize their in car video systems to record field identifications.

IV. THIS ORDER IS EFFECTIVE: October 31, 2008

Larry Zacharias
Chief of Police
Richardson Police Department

FORMS ORIGINATING FROM THIS POLICY:

[G.O. 3.00.13-001](#) - Photographic Line-Up Instructions Form

[G.O. 3.00.13-002](#) - Field Identification Instructions Form