

# Carlsbad Police Department

## Policy Manual Special Order 2022-08

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*Pursuant to Carlsbad Police Department Policy 204, this Special Order becomes effective June 10, 2022.*

Please see the following update to Policy 466: Homeless Engagement Leading to Progress (HELP) Application.

The update modifies the policy to include Community Service Officers and Rangers as "Authorized Users."

### **Updated Policy Policy: Homeless Engagement Leading to Progress (HELP) Application 466**

#### **466.3 AUTHORIZED USERS AND INFORMATION ENTRY**

"Authorized Users," as defined herein, shall include all sworn Department personnel, Community Service Officers, and Rangers. Authorized Users, after contacting an individual defined as homeless, shall enter the information of the individual into the HELP application as described in this section. The Crime Analysis Unit will not be authorized to enter individuals into the HELP application, but they will be authorized to view the information in the application and informally report that information within the Department only. All Authorized Users and those viewing the information shall remain complaint with and certified to view FBI CJIS information.

*William S #5221*

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Mickey Williams, Chief of Police

6/10/2022

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Date