

<b>Subject:</b> Sex Offender Registration	<b>Date Issued:</b>	<b>Number:</b>
<b>References:</b> 730 ILCS 150 Sex Offender Registration Act, ISP form 4-84a (05/12)	<b>Amends:</b>	<b>Number of Pages:</b> 2

## **POLICY**

It is the policy of the Sherman Police Department to register all convicted sex offenders whom reside in the Village of Sherman and are required to register by Illinois state statute.

## **PROCEDURE**

Sherman police personnel charged with sex offender registration duties shall:

1. Complete the Illinois Sex Offender Registration Act Notification Form.
2. Take digital photograph of offender (head & shoulders only). Save the photograph to a file titled with the offender's first & last name (example: first\_last).
3. Complete a fingerprint card for the initial registration only.
4. Scan a completed Illinois Sex Offender Registration Act Notification Form with all required signatures and areas to be initialed.
5. Email the scanned form and digital photo file to:
  - a. Sangamon County Sheriffs Office SOR UNIT  
[df6018@co.sangamon.il.us](mailto:df6018@co.sangamon.il.us)
  - b. Illinois State Police SOR UNIT  
[sor\\_unit@isp.state.il.us](mailto:sor_unit@isp.state.il.us)
6. Collect the \$100 registration fee (by check or money order) to Sherman Police Department for initial registration and each annual registration thereafter. Please note "SOR fee" in the memo space. A receipt for the fee shall be provided to the offender. The receipt shall document the check number, amount of the check, and the date received. Please note "SOR fee" upon the receipt also. The check shall be forwarded to the Chief of Police for deposit.

The Sherman Police Department may waive the registration fee if we determine the offender to be indigent and unable to pay the registration fee.

7. Print copies of forms and digital photographs to be maintained in local SOR records. Original fingerprint cards are also maintained in this file.

### **DISSIMINATION & AUTHORIZED USE OF FEES**

Upon receipt of the initial or annual Sex Offender Registration fee, the Chief of Police shall complete the following transactions as required by the Act:

1. Deposit the fee into the "Sherman Police Department Sex Offender Registration Fund" account established specifically to disseminate portions of these fees to agencies specified by Illinois statute. Dissemination of fees will be conducted in a timely manner.
2. Thirty dollars of the initial or subsequent annual fee shall be maintained by the Sherman Police Department for "official purposes". In the context of this policy, "official purposes" are defined as any and all activities related to the registration of sex offenders. Fees may be applied to purchase of equipment or supplies such as: computers, digital cameras, fingerprinting stations, or any office supplies or administrative fees necessary to maintain SOR files or records.
3. Ten dollars of the initial or subsequent annual fee shall be deposited into the Sex Offender Management Board Fund.
4. Thirty dollars of the initial or subsequent annual fee shall be deposited into the Department of State Police fund to maintain and update the Illinois State Police Sex Offender Registry.
5. Thirty dollars of the initial or subsequent annual fee shall be deposited into the Attorney General Sex Offender Awareness, Training, and Education Fund.

By Order of:

Chief of Police

<b>Subject: Radiation Detection Program Policy</b>	<b>Date Issued:</b> 3/17/10	<b>Number:</b>
<b>References:</b>	<b>Amends:</b>	<b>Number of Pages: 6</b>

### **Policy**

The Sherman Police Department believes that safeguarding the public from the illegal or dangerous use of hazardous materials, including radioactive materials, is a critical mission. In this instance, the monitoring of radioactive materials that may be found in public is included as part of the Sherman Police Department mission. The Sherman Police Department has acquired portable radiation detectors and provided the appropriate radiation detector training to members of the agency. It shall be the policy of the Sherman Police Department to utilize these detectors when possible to locate and identify sources of radiation that are either illegal or hazardous to the health of the general public.

### **Purpose**

The purpose of this policy is to govern the use of radiation detectors employed by the Sherman Police Department and to provide guidance to members of the Department with regard to their use, training and operation.

### **Definitions**

1. Illinois Law Enforcement Alarm System (ILEAS) – The consortium of local law enforcement agencies that has purchased the personal radiation detectors for use by this Department.
2. Illinois Emergency Management Agency (IEMA) – The agency of state government charged with the responsibility for developing a plan for training and coordination between law enforcement and other agencies that will be assigned personal radiation detectors (PRD) for use in their daily or routine response activities.
3. Personal Radiation Detector (PRD) – A PRD is a small detection device instrument worn, mounted in a car, or carried by an officer that measures the ionizing radiation exposure.
4. Radioactive Material – This shall mean any solid, liquid or gaseous substance that emits radiation at a level detectable by the PRD.
5. Radiological Duty Officer - A person assigned by IEMA to provide 24-hour technical assistance to Group B Reach Back personnel.
6. Group B Reach Back – The agency or multi-agency response team that is the first line of contact for the officer who cannot resolve a radiation alarm after investigation.

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## Legal Authority

1. 20 ILCS 3310/1, et. seq., "Nuclear Safety Law of 2004"
2. 20 ILCS 3310/40 et. seq., "Regulation of Nuclear Safety"
3. 420 ILCS 40/1, et seq., "the Illinois Radiation and Protection Act of 1990"
4. 430 ILCS 30/1 et seq., "the Illinois Hazardous materials Transportation Act"
5. 625 ILCS 5/18b-100, et seq., "the Illinois Motor Carrier Safety Law"
6. Title 18, United States Code, Section 831: "prohibited transactions involving Nuclear Materials"
7. Illinois Joint Committee on Administrative Rules, Title 32; Energy, Chapter II, Subchapter b, Part 340, section 340.310 – Dose Limits for Individual Members of the Public

## Procedure

1. Legal Standard
    - a) Officers will base traffic stops, investigative detentions, arrests, and searches of property on a standard of reasonable suspicion or probable cause as required by the Fourth Amendment of the United States Constitution, the Illinois Constitution, applicable statutes, or as otherwise permitted under current law.
    - b) Officers must be able to articulate reasonable facts, circumstances, and conclusions that support probable cause or reasonable suspicion for an arrest, traffic stop, search, seizure, or investigative detention.
    - c) Because radiation detection alone may not be indicative of criminal activity officers are prohibited from taking strict enforcement action based solely on a positive alert from the PRD. Traffic stops based upon an alert from these devices may be made only when the officer has reasonable suspicion or probable cause under the totality of the circumstance that a brief detention is necessary.
    - d) If there is high exposure rate alarm (i.e. an alarm exceeding 2 mR per hour), there is a sufficient public health concern to justify further investigation. The officer should take reasonable efforts to determine the source of the radiation, taking into account the totality of the current circumstances.
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## 2. Training

- a) No member of the Sherman Police Department shall operate the PRD or take enforcement action based on any reading or alarm of the PRD without first successfully completing the authorized and appropriate training.
- b) Such training shall include the operation of the PRD, interpretation of alarms, techniques involved in radiation detection investigations, and procedures to follow if it is necessary to request assistance for further investigation or containment.

## 3. Procedure on PRD Alarm

- a) Members of the Department shall follow the procedures as outlined in Appendix A of this Directive with regard to actions taken as a result of the alarm.
- b) Officers shall use appropriate judgment when making stops, investigations and taking other police actions based on alerts from a PRD. Radiation detection is highly technical, involving intricate legal issues. Officers are encouraged to utilize the resources provided to assist with alarm interpretation.
- c) When an officer is investigating a high rate exposure alarm over 2 mR/hr, an attempt should be made to move the source to a secondary location out of traffic and away from critical infrastructure.
- d) When the regional Group B Reach Back team arrives on scene, Officers of the Sherman Police Department will provide support as requested. Supervisors shall ensure that on-scene communication occurs between the Sherman Police Department and the responding agency clarifying which agency is ultimately responsible for the scene and the investigation.
- e) Officers shall follow investigative protocols as outlined in the authorized training when investigating radiological sources. Not all radioactive sources are illegal or dangerous. Officers should follow the protocol of attempting to identify a legitimate source for the alarm before initiating a criminal investigation or over-reacting on a public safety basis.
- f) Alarms may be triggered by many different legitimate sources that are not life threatening, such as:
  - 1) Legitimate radioactive materials or sources being transported legally in approved and properly prepared packaging.
  - 2) Patients that have undergone recent medical treatments including certain types of radiation therapy, nuclear medicine, or PET scans.
  - 3) ~~Items in commerce that contain naturally-occurring radioactive materials, including radium in pipe scale, granite rock, and certain fertilizers.~~
  - 4) Detector malfunction or operator error.
  - 5) Organizations and individuals that are licensed by the State and/or Federal governments to possess legitimate radioactive sources.

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- g) In the event that a source of radiation cannot be determined or explained, guidance should be obtained through the regional Group B Reach Back team.

#### 4. Alarm Support System

- a) IEMA has developed a Detection Response Protocol to assist law enforcement and fire agencies when the alarm cannot be resolved on scene. The Sherman Police Department shall use this Detection Response Protocol to resolve PRD alarms that cannot otherwise be resolved by the investigative officer.
- b) The IEMA protocol calls for three levels of investigation – Group A, Group B, and Group C:
  - 1) Group A – the local law enforcement officer on scene that makes the initial contact and primary screening of the radiological source.
  - 2) Group B – the regional hazmat or other specially trained response team that provides 24/7 assistance to any Group A PRD user this is unable to resolve or adjudicate radiation alarms encountered while on duty.
  - 3) Group C – the IEMA Radiological Duty Officer, contacted via the IEMA Communication Center’s 24-hour number, provides additional support to Group B personnel that cannot isolate, identify, or explain the presence of the radiation source.
- c) When a detected radiation source is unresolved after initial investigation or the radiation source is believed to be illegal, the Sherman Police Department will contact the Group B Reach Back team.
- d) If the situation cannot be resolved over the telephone, the Group B Reach Back team will then respond to the scene and conduct a secondary screening of the source using, in part, Radioactive Isotope Identifiers (RIIDs) to determine the source and spectra of the radioactivity.
- e) If the Group B Reach Back team cannot resolve the alarm, they will contact Group C and request the assistance of the on-call Radiological Duty Officer.
- f) If at any time an officer’s PRD exceeds a reading of 3R, thereby triggering the dose alarm, contact Group C and request the assistance of the on-call Radiological Duty Officer.

#### 5. Data Retention and Administrator

- a) There shall be assigned at least one person in the Sherman Police Department who receives additional training regarding the administration of this program.
- b) ~~This person shall be able to answer questions about the PRD; including~~ questions about standard operation of the instrument, maintenance and repair of the instruments, and procedures regarding how to handle unresolved alarms by using the Alarm Support System.

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- c) The assigned administrator will also be responsible for downloading data contained within the PRD to a computer, as assigned. This data must be logged and organized. Each PRD shall undergo routine data downloads at least twice a year.
  
  - d) In the event that an alarm is used, in part or in whole, to justify a detention or seizure, at the end of his shift, the officer shall provide the administrator the PRD for immediate download of the alarm data. This data shall be retained under as evidence and shall be maintained according the Sherman Police Department's Evidence Policy.

**Radiation Alarms**

< 25 µR/hr – No Alarm	< 2mR/hr	>2mR/hr	Dose Exceeds 3 R
<ul style="list-style-type: none"> <li>Verify that your PRD is not in 'Search' mode.</li> <li>Not life threatening.</li> <li>Natural environmental factors and differences in background may be the cause of low radiation levels.</li> <li>Brief investigation may be warranted if time and circumstances allow.</li> </ul>	<ul style="list-style-type: none"> <li>Low level exposure rate alarm.</li> <li>Not life threatening.</li> <li>Potential radiation source in the vicinity.</li> <li>Brief investigation may be warranted.</li> </ul> <p><b>Step One – Determine Source</b></p> <ul style="list-style-type: none"> <li>Alarm cannot be the sole cause to effectuate a detention or search.</li> <li>Alarm is part of the <u>totality</u> of circumstances.</li> <li>Officer must be able to articulate reasonable facts, circumstances, and conclusions that support a seizure or detention.</li> <li>If warranted, determine the location of the radioactive material and proceed to Step Two.</li> </ul> <p><b>Step Two – Investigation</b></p> <ul style="list-style-type: none"> <li>Visually inspect and interview all personnel associated with the radioactive material.</li> <li>If possible, establish a single subject focus (i.e. separate the driver/passengers from the vehicle)</li> <li>Question individuals about possible sources for the radiation alarm.</li> <li>If source is determined to be innocent, allow any detainees to go immediately.</li> <li>If source is undetermined or illegal, proceed to Step Three.</li> </ul> <p><b>Step Three – Reach Back</b></p> <ul style="list-style-type: none"> <li>Contact the next tier in the PRND response protocol (i.e., Group B).</li> </ul>	<ul style="list-style-type: none"> <li>High level exposure rate alarm.</li> <li>Investigation is warranted.</li> </ul> <p><b>Step One – Determine Source</b></p> <ul style="list-style-type: none"> <li>Determine the location of the radiation source and proceed to Step Two.</li> </ul> <p><b>Step Two – Investigation</b></p> <ul style="list-style-type: none"> <li>Visually inspect and interview all personnel associated with the radioactive material.</li> <li>If possible, establish a single subject focus (i.e. separate the driver/passengers from the vehicle).</li> <li>Question individuals about possible sources for the radiation alarm.</li> <li>If source is determined to be innocent and legal, release any detainee immediately.</li> <li>If source is undetermined or illegal, proceed to Step Three.</li> </ul> <p><b>Step Three – Reach Back</b></p> <ul style="list-style-type: none"> <li>If not directly involved with critical infrastructure protection or lifesaving activities, isolate the area by setting up a safe zone at 2mR/hr.</li> <li>Contact the next tier in the PRND response protocol (i.e., Group B).</li> </ul>	<ul style="list-style-type: none"> <li>Dose exposure alarm.</li> <li><b>DANGEROUS LEVELS.</b></li> <li>Critical infrastructure protection or life saving activities shall be considered on a case-by-case basis.*</li> </ul> <p><b>Step One – Evacuate</b></p> <ul style="list-style-type: none"> <li>If you are not conducting the activities specified above, remove yourself from the area immediately until you have reached an area of &lt;2 mR/hr.</li> </ul> <p><b>Step Two – Reach Back</b></p> <ul style="list-style-type: none"> <li>Isolate the area and set up a safe zone.</li> <li>Contact the IEMA Radiological Duty Officer for assistance.</li> </ul>

\*IEMA has encouraged a 3R exposure limit. However, EPA guidance allows for protection of critical infrastructure to 10R, and life saving activities to 25R.