

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight
Audits and Inspections Unit



Sworn Facility Inspection September 2023: General Crime Division
Inspection Report# BI2023-0135

The Audits and Inspections Unit (AIU) of the Sheriff's Office Bureau of Internal Oversight (BIO) will conduct Sworn Facility and Property Inspections on an ongoing basis. The purpose of this inspection is to ensure compliance with Office Policies, promote proper supervision and support the requirements set forth in the Court Order. Inspectors will select one of the MCSO sworn facilities and conduct an inspection using the *Sworn Facility Matrix* developed by the AIU.

Matrix Procedures:

- Utilize Sworn Facility Inspection Matrix to review/check administration, building, assigned vehicles and any property and evidence for policy compliance.
- Use the OIM Property and Evidence System to retrieve item history report and obtain a random sample (if applicable).
- Verify items from the random sample are in their designated storage location and verify the item matches the item description (if applicable).

Criteria:MCSO Policies and Divisional Operations Manual:

CP-2	Code of Conduct
CP-6	Bloodborne Pathogens
CP-9	Occupational Safety Programs
EA-2	Patrol Vehicles
EA-3	Non-Traffic Contact
EA-19	Juvenile Operations
EB-2	Traffic Stop Data Collection
GA-1	Development of Written Orders
GA-3	Operations Manual Format
GB-2	Command Responsibly
GC-9	Personnel Information, Records, and Files
GD-1	General Office Procedures
GD-4	Use of Tobacco Products
GD-14	Access to Secured Office Buildings
GD-15	Emergency Evacuation Plans
GE-3	Property Management and Evidence Control
GE-4	Use, Assignment and Operation of Vehicles
GF-3	Criminal History Record Information and Public Records
GF-5	Incident Report Guidelines
GG-1	Peace Officer Training Administration
GG-2	Detention/Civilian Training Administration
GH-4	Bureau of Internal Oversight
GJ-24	Community Relations and Youth Programs

Conditions:

For the month of September 2023, MCSO General Crimes Division (GCD) was randomly selected as the Sworn Facility for BIO Inspection. GCD is organizationally placed in the Investigation Bureau and located at 3325 W. Durango, Phoenix, AZ 85009. The GCD was implemented in April of 2022 to centralized district detectives and create a standard of investigation based on best practices. GCD's mission is to ensure that all investigations conducted by its detectives are of high quality, thorough, and professional, as to provide the best service to the community. The Division consists of one (1) Captain, two (2) Lieutenants, seven (7) Sergeants, thirty-six (36) Detectives, one (1) Analyst and one (1) Office Assistant. MCSO GCD is comprised of four main areas: Incident Report Review Unit, Crime Against Person Unit, Property Crimes Unit and Financial Crime Unit. The Incident Report Review Unit is responsible for reviewing all incident reports generated from patrol divisions to ensure cases that need follow-up are assigned to a detective or a patrol deputy or to ensure if no follow-up is needed. Crimes Against Persons Unit is responsible for investigating missing persons cases and various violent felony crimes such as armed robbery, aggravated assault, kidnapping, and any other crimes that include harmful force to the victim. Property Crimes Unit is responsible for investigating various felony crimes such as theft, burglary, criminal damage, animal crimes, arson and any other crimes that involve the taking or depriving of another person's property. Financial Crime Unit is responsible for all cases involving identity theft, forgery, embezzlement, scams, and various other crimes related to finances and fraud.

On September 13, 2023, a pre-inspection agenda meeting was conducted at GCD with the General Crimes Division Lieutenants and the Office Assistant. The scope of the inspection and details of the daily operation of GCD were discussed. The BIO inspection matrix containing the items of inspection was provided to the Command staff for review. During the pre-inspection, BIO Auditor answered questions.

Objectives:

To determine that GCD maintained and documented in accordance with applicable key statutes, regulations, industry best practices, Operations Manual, and MCSO policy. The Operations Manual is in the stages of being developed.

Facility Inspection:

On September 20, 2023, a Sworn Facility and Property Inspection was conducted at GCD based on a random selection of Sworn divisions/units which were not yet inspected during the calendar year. During the inspection, the Audits and Inspection Unit personnel found the facilities were secure with access limited to assigned personnel. Any other approved persons granted access to the interior working areas must present credentials or have key card access. The facilities are well maintained and orderly. No evidence was discovered during the inspection indicating Sheriff Office facilities and/or equipment were being used in a manner that discriminates or denigrates anyone on the basis of race, color, national origin, age, religious beliefs, gender, culture, sexual orientation, veteran status, or disability.

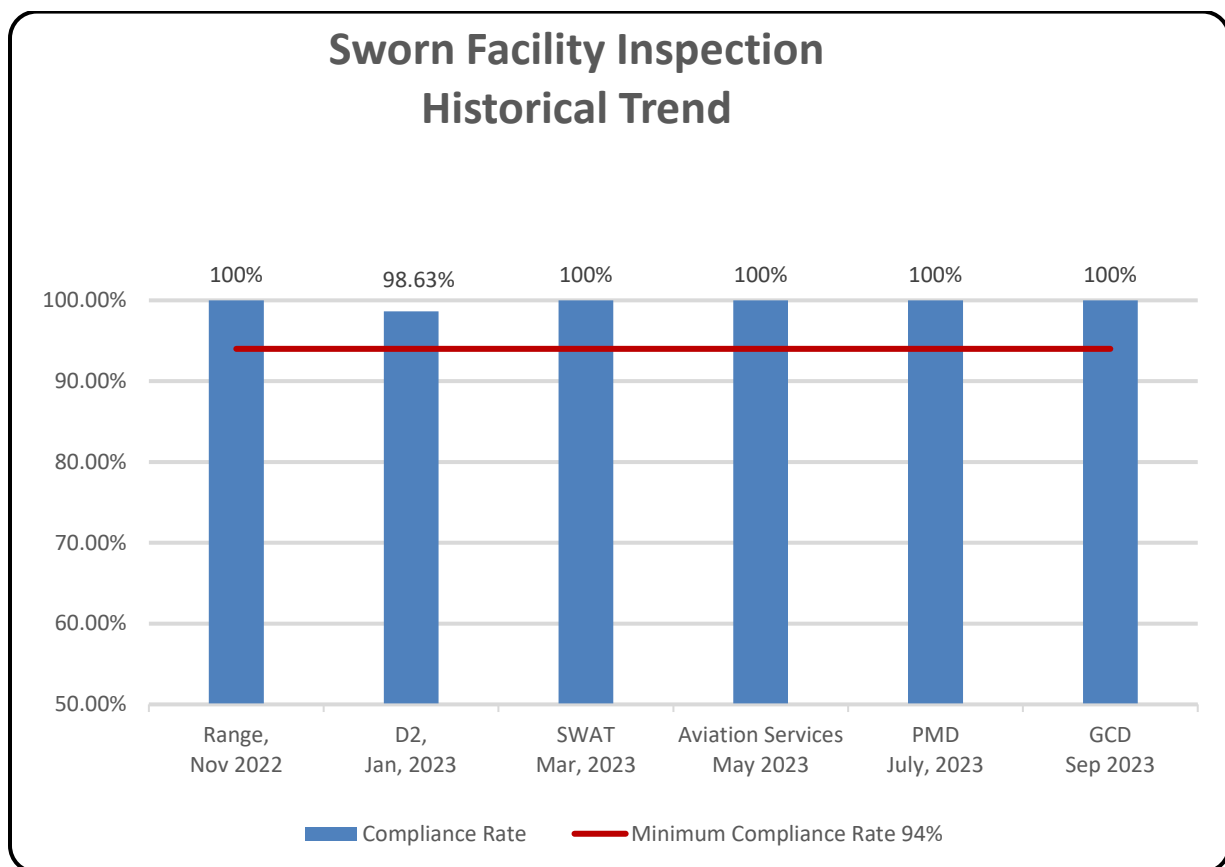
Sworn Facility Inspection Matrix:

The GCD facility was inspected using the Sworn Facility Inspection Matrix that contains a total of 42 inspection items (to include 5 assigned vehicles inspected). Of the 42 items of inspection, 21 were not applicable resulting in 21 items of inspection in the matrix. The staff was organized and had all the required documentation in accessible locations, clearly identified, organized, and secured properly.

There were no deficiencies noted during this inspection.

Below is a historical comparison of Sworn Facility and Property Inspection compliance rates for the past six prior sworn facility Inspections.

Sworn Facility and Property Inspections Compliance Rate



Results:

There were no deficiencies noted in the inspection on September 20, 2023, which resulted in an overall compliance rate of 100%.

Date Inspection Started: September 13, 2023
Date Completed: September 26, 2023
Timeframe Inspected: September 2023
Assigned Inspector(s): Sr. Internal Auditor Specialized D. Paul B5459
Sr. Internal Auditor Specialized M. De La Cruz B4608
Sgt. R. Levy S1881

I have reviewed this inspection report.

Lt. Brian Arthur S1806
Lieutenant T. Brian Arthur S1806
Commander, Audits & Inspections Unit
Bureau of Internal Oversight

10/18/23
Date