



Minneapolis Police Department Policy and Procedure Manual

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Volume Nine – Enforcement Policies

Adult Citations and Arrests

9-102 Adult Citations and Misdemeanor Arrests

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A. Payable Offenses

When a member has PC that an offense has or is being committed and the only charge is a payable offense, members shall issue a warning, a citation, or refer the case for charging by complaint.

B. Non-Payable Offenses

1. Adult misdemeanor violators shall be issued citations in lieu of booking *unless* the member believes that one or more of the following circumstances (Rule 6 reasons) exists:
 - a. It is necessary prevent bodily harm to the person or another.
 - b. It is necessary prevent further criminal conduct.
 - c. There is a substantial likelihood that the person will fail to respond to a citation.
 - d. The member has found that the person has an outstanding warrant (not including sign and release warrants).
2. Members booking under one of the circumstances above must be able to articulate to the court and shall document in their report the reason(s) why it was necessary to book the person rather than issuing a citation or warning.
3. Supervisor approval is required when booking for rule 6 reasons.

C. Detaining for Citations and Misdemeanor Arrests

Members shall not detain a person longer than necessary to issue the citation or complete an arrest.

D. Proper Identification

1. Members shall attempt to verify a person's identification information prior to the issuing of a citation or an arrest.

Proper identification includes, but is not limited to:

- Minnesota DVS database
 - State-issued identification card or Driver's License
 - Consular ID or matricula consular
 - U.S. or foreign passport
2. In cases where an arrestee would be cited or charged by complaint in lieu of booking, and
- The member cannot establish proper identification of the person.
and
 - The member has a specific articulable reason to believe the identification information provided is false.
then:
 - a. The member may transport the person to the Hennepin County Jail (HCJ) where IBIS will be used to identify them.
 - b. Once the process is finished, the member shall issue the citation, book the person, or forward for charging by complaint, *and*:
 - i. Transport the person back to the original location.
or
 - ii. If requested, transport the person to another mutually agreed-upon location in Minneapolis in the general vicinity of the original location.
or
 - iii. If requested, release the person outside the HCJ.
 - c. If the person was not identified through IBIS, the member shall still release the person after issuing the citation or forwarding for charging by complaint.
 - d. In their Police Report, members shall document the attempts made to identify the person, the reasons for any transport, and any requests for release or transport outside of the original location.
3. In cases where the arrestee is identified, and the member discovers a felony or gross misdemeanor warrant they shall book the person to HCJ.
4. In cases where an arrestee is identified, and the member discovers a sign and release warrant, contact the Hennepin County Sheriff's Office (HCSO). HCSO will verify if the arrestee can be released with a court date **or** if they should be booked to HCJ.