



DEPARTMENT OF PUBLIC SAFETY OPERATING PROCEDURES MANUAL		
CHAPTER 220	ALASKA HOMICIDE REGISTRY - VICAP	
	Effective: 04/21/2011	Commissioner Approval: 
	Authorities: AS 44.41.050	
	Applicability: OFFICERS	
	Special Instructions: Click here to enter text.	

220.100 INTRODUCTION

This policy outlines the requirements of the department to establish a homicide registry and the actions necessary to maintain that registry.

220.300 OVERVIEW

A. *Alaska Homicide Registry.* Alaska Statute 44.41.050 (enacted in August 1993) requires that the Department of Public Safety create a homicide registry. All law enforcement agencies are required to report each homicide or suspected homicide to the Department of Public Safety within twenty five (25) days.

B. *VICAP program introduction.* AST has signed a Memorandum of Understanding with the FBI National Center for the Analysis of Violent Crime (NCAVC) for the purpose of participating in the Violent Criminal Apprehension Program (VICAP). The goal of this program is to coordinate the collection, analysis, and dissemination of violent crime information for the purpose of identifying patterns/similarities among violent crimes that have been reported.

220.310 SUBMISSION OF INFORMATION

A. *Commanders to notify ABI within 24 hours.* Commanders are requested to contact ABI, either by telephone, TWIX, or email within twenty four (24) hours of receiving notification involving a reportable event listed in Section 220.310 B below.

B. *Submission of data to ABI required.* Commanders are responsible for submission of a FBI Violent Criminal Apprehension Program (VICAP) report form conforming to Alaska statutory reporting requirements to Alaska Bureau of Investigations (ABI) within twenty five (25) days of a homicide or suspected homicide's discovery whether or not an offender has been arrested or identified. The following types of cases shall be submitted:

1. All solved, unsolved or suspected homicides (submissions for vehicular homicides are optional);
2. Unidentified dead bodies, where the manner of death is known or suspected to be homicide; and
3. Kidnapped or missing persons with evidence of foul play.

C. *Action by ABI upon receipt of report.* All cases submitted will be entered into the VICAP database and, if applicable, transmitted to the FBI in Quantico, VA.

220.320 INQUIRY

A. *Commissioned personnel may make inquiries.* Commissioned personnel may make inquiries or request blank FBI VICAP forms from ABI at (907) 269-5058.

B. *Action upon "hit" on inquiry.* If a "hit" is developed as a result of an inquiry the requesting personnel will be referred to the submitting agency for follow-up. ABI will not release submitted case facts or specifics to requesting officers or agencies without express consent of the submitting agency.