
Registered Offender Information

326.1 PURPOSE AND SCOPE

This policy establishes guidelines by which the Plymouth Township Police Department will address issues associated with certain offenders who are residing in the jurisdiction, and how the Department will disseminate information and respond to public inquiries for information about registered sex offenders.

326.2 POLICY

It is the policy of the Plymouth Township Police Department to identify and monitor registered offenders living within this jurisdiction and to take reasonable steps to address the risks those persons may pose.

326.3 REGISTERED OFFENDER REGISTRATION

The Detective Division supervisor shall establish a process to reasonably accommodate registration of offenders. The process should rebut any allegation on the part of the offender that the registration process was too confusing, burdensome or difficult for compliance. If it is reasonable to do so, the detective assigned to related investigations should conduct the registration in order to best evaluate any threat the person may pose to the community. Those assigned to register offenders should receive appropriate training regarding the registration process.

Upon conclusion of the registration process, the detective shall ensure that the registration information is provided to the Pennsylvania State Police (PSP) in accordance with 42 Pa.C.S. § 9799.15.

The refusal of a registrant to provide any of the required information or complete the process should initiate a criminal investigation for failure to register.

326.3.1 CONTENTS OF REGISTERED OFFENDER REGISTRATION

Sex offender registration statements shall include but are not limited to (42 Pa.C.S. § 9799.16):

- (a) The offender's primary or given name, including an alias used by the offender, nickname, pseudonym, ethnic or tribal name, regardless of the context used and any designations or monikers used for self-identification in internet communications or postings.
- (b) Designation used by the offender for purposes of routing or self-identification in internet communications.
- (c) All telephone numbers used by the offender.
- (d) The offender's Social Security or purported Social Security number.

Plymouth Township Police Department

Policy Manual

Registered Offender Information

- (e) All addresses and places where the offender resides and the location at which the offender receives mail, including a post-office box.
- (f) If the offender is a transient, the offender shall provide the following information about his/her temporary habitat or other temporary place of abode or dwelling, including:
 - 1. A list of places the transient eats, frequents, and engages in leisure activities
 - 2. Any planned destinations, including those outside the Commonwealth
 - 3. An address where the transient receives mail
 - 4. A statement whether the transient is in compliance with counseling for sexually violent predators, if applicable
- (g) The specific length of time and dates during which the offender will be temporarily lodged.
- (h) A copy of the offender's passport or immigration papers.
- (i) The name and address for each of the offender's employers and if the offender is not employed in a fixed workplace, the offender shall provide information regarding general travel routes and general areas where the offender works.
- (j) Information regarding any professional licenses, including the type of license and the license number.
- (k) The name and address of the offender's schools.
- (l) The license plate number, registration number, the location where the vehicle is stored, and a description of any vehicle owned or operated by offender, including watercraft and aircraft.
- (m) Actual date of birth and purported date of birth of the offender.
- (n) A current digital image of the offender.
- (o) Physical description of the offender, including a general physical description and tattoos, scars, and other identifying marks.
- (p) Text of the statute defining the criminal offense for which the offender is registering.
- (q) Criminal history record information.
- (r) Fingerprints and palm prints.
- (s) DNA sample of the offender.
- (t) A copy of the offender's driver's license or identification card.
- (u) The offender's signature and the date of signature.

326.4 MONITORING OF REGISTERED OFFENDERS

The Detective Division supervisor should establish a system to periodically, and at least once annually, verify that a registrant remains in compliance with his/her registration requirements after the initial registration. This verification should include:

- (a) Efforts to confirm residence.

Plymouth Township Police Department

Policy Manual

Registered Offender Information

- (b) Review of information on the (PSP) Megan's Law website.
- (c) Contact with a registrant's parole or probation officer.

Any discrepancies should be reported to the PSP.

The Detective Division supervisor should also establish a procedure to routinely disseminate information regarding registered offenders to Plymouth Township Police Department members, including timely updates regarding new or relocated registrants.

326.5 DISSEMINATION OF PUBLIC INFORMATION

Members will not unilaterally make a public notification advising the community of a particular registrant's presence in the community. Members who identify a significant risk or other public safety issue associated with a registrant should promptly advise their supervisor. The supervisor should evaluate the request and forward the information to the Chief of Police if warranted. A determination will be made by the Chief of Police, with the assistance of legal counsel as necessary, whether such a public alert should be made.

Members of the public requesting information on registrants should be directed to the PSP Megan's Law website or the Plymouth Township Police Department's website.

The Records Manager shall release local registered offender information to residents in accordance with 42 Pa.C.S. § 9799.27 and 42 Pa.C.S. § 9799.62 and in compliance with a Pennsylvania Right-to-Know Law (RTKL) request.

326.5.1 RELEASE NOTIFICATIONS

Registrant information that is released should include notification that:

- (a) The offender registry includes only those persons who have been required by law to register and who are in compliance with the offender registration laws.
- (b) The information is provided as a public service and may not be current or accurate.
- (c) Persons should not rely solely on the offender registry as a safeguard against offenses in their communities.
- (d) The crime for which a person is convicted may not accurately reflect the level of risk.
- (e) Anyone who uses information contained in the registry to harass registrants or commit any crime may be subject to criminal prosecution.

326.5.2 DISSEMINATION

- (a) The Chief of Police shall provide written notice of a sexually violent predator or sexually violent delinquent child (as defined in 42 Pa.C.S. § 9799.12 and 42 Pa.C.S. § 9799.53) within the jurisdiction of the Plymouth Township Police Department. The notice shall contain (42 Pa.C.S. § 9799.27; 42 Pa.C.S. § 9799.62):
 - (a) The offender's name.

Plymouth Township Police Department

Policy Manual

Registered Offender Information

- (b) The offender's address in accordance with 42 Pa.C.S. 9799.27 or 42 Pa.C.S. 9799.62, as applicable, dependent upon the date that the offense was committed.
 - (c) Photographs of the offender.
 - (a) For offenders who committed an offense before December 20, 2012, a photograph is required if available.
 - (d) The offense for which the offender was convicted.
 - (a) The notice shall not include any information that may reveal the victim's name, identity or residence.
 - (e) A statement that the offender has been determined to be a sexually violent predator or sexually violent delinquent child and when such a determination expires.
- (b) The notice shall be sent to the general public upon request and may be provided by electronic means. Neighbors of the offender shall receive notice within five days of receipt of the information by the Department. Neighbors may be notified verbally if written notification would cause a delay past the deadline. The following shall be notified within seven days of receipt of the information by the Department (42 Pa.C.S. § 9799.27; 42 Pa.C.S. § 9799.62):
1. The director of the county Children and Youth Social Service Agency in the county where the offender resides or where the offender was last known to live
 2. The superintendent of each school district or the equivalent official for private and parochial schools where the offender resides or was last known to live, and the superintendent of each school district or the equivalent official for private and parochial schools within a one-mile radius of the offender's residence or last known location
 3. The licensee of each certified day-care center, licensed preschool program and the owner or operator of a registered family day-care home in the municipality where the offender resides or where the offender was last known to live
 4. The president of each college, university and community college located within 1000 feet of the offender's residence or where the offender was last known to live
- (c) This Department will cooperate with the PSP, or any other agency, for the registration of sexual violent predators and for the provision of requested records and information as provided in 42 Pa.C.S. § 9799.15 and 42 Pa.C.S. § 9799.58.

326.5.3 VICTIM NOTIFICATION

The Plymouth Township Police Department shall give written notice to the victim of a sexually violent predator or sexually violent delinquent child within 72 hours of the offender's initial registration or any subsequent verification. The following information about the offender shall be included in the notice (42 Pa.C.S. § 9799.26; 42 Pa.C.S. § 9799.61):

- (a) Name

Plymouth Township Police Department

Policy Manual

Registered Offender Information

- (b) The address(es) of residence
 - 1. For a sexually violent predator or sexually violent delinquent child who committed an offense after December 20, 2012, and who is transient, the notice should include the temporary residence or last known temporary place of abode, including a homeless shelter or park. In addition, the notice shall include a list of places the transient eats, frequents, and engages in leisure activities.
- (c) Address of employment
- (d) Address of any school the offender is attending

326.6 FAILURE TO COMPLY ENFORCEMENT

If the Plymouth Township Police Department is notified by the PSP that an offender has failed to comply with initial registration or to attend required counseling, the Department shall make reasonable efforts to cooperate with the local district attorney to seek an arrest warrant for the offender's arrest and make a reasonable effort to locate and arrest the offender. The member obtaining the warrant shall also ensure that the warrant is entered into the National Crime Information Center (NCIC) Wanted Person File (42 Pa.C.S. § 9799.22).

If requested by the PSP, members of the Plymouth Township Police Department will make a reasonable effort to locate and arrest any offender who has failed to appear and verify information as required by 42 Pa.C.S. § 9799.25 (42 Pa.C.S. § 9799.60).