



GREENVILLE COUNTY  
SHERIFF'S OFFICE

GO - 217

## GENERAL ORDERS

## SURVEILLANCE

### PURPOSE:

Surveillance is an extremely important investigative method and, at times, the only method of obtaining factual information during an investigation. This policy establishes guidelines to ensure all surveillance operations are conducted in a manner that in no way infringes on the statutory and constitutional rights of any individual.

### SURVEILLANCE:

**DEFINED** - For the purpose of this directive, surveillance is defined as the continuous or periodic watching of persons, vehicles, places or objects.

#### The objectives of surveillance are to:

- Determine whether a violation exists or will exist.
- Obtain evidence of a crime.
- Protect undercover officers or to corroborate their testimony.
- Determine the reliability of informants.
- Determine identities.
- Determine methods of operation.
- Obtain probable cause for obtaining search warrants.
- Prevent the commission of a violation.
- Apprehend a subject in the commission of a violation.

### SURVEILLANCE CRITERIA:

**Surveillance data** is used only for legitimate law enforcement purposes. **Electronic surveillance** is conducted only within the strictest conformity with court-authorized warrants. **Photographic surveillance** may be conducted on any individual, location, organization or event, which meets the criteria for surveillance.

#### The principal criteria for establishing surveillance is as follows:

1. A legitimate and reasonable cause exists to believe an individual or organization is engaged in or has demonstrated the propensity to engage in illegal activity.
2. A legitimate and responsible cause exists to believe an event may provoke community disorder.
3. To ensure an exercise of constitutional rights is protected.

### SURVEILLANCE OPERATION PROCEDURES:

The originating section supervisor is responsible for the execution of surveillance and coordination of efforts of each of the surveillance

deputies. Prior to operation initiation, particularly long-term surveillance, the supervisor in charge of the operation is to ensure deputies involved are knowledgeable of the scope and extent of the offenses, and of the type of victims associated with the target of surveillance. Knowledge of these activities prepares deputies for the surveillance.

**Information is to be gathered concerning the premises, suspects and vehicles involved.** This information is evaluated and distributed to participating personnel. A physical reconnaissance is to be made to study the area where the surveillance will take place to identify vantage points suitable for the deputies. Similarly, traffic conditions are to be observed, and participants are to become familiar with the names and locations of streets in the area.

**The surveillance supervisor is responsible for selecting the hours or period of surveillance.** The number of personnel available and the circumstances of the suspected violation affect his decision. When a number of deputies are involved in a operation, a plan specifying procedures for observation, arrest, and following the subject is to be prepared by the surveillance supervisor. Additionally, the supervisor is to plan for providing suitable relief for the deputies involved in the operation and determine if deputies are eligible for expense funds.

**The surveillance supervisor is responsible for selecting the type of surveillance equipment necessary for the operation.** This will depend upon the nature and extent of the surveillance equipment available. When equipment is selected, each piece is to be examined or tested to ensure it is in satisfactory operating condition.

**All surveillance deputies are to have ready access to radio communications.** It is the responsibility of the surveillance supervisor to select one (1) primary radio frequency to be used during the course of the operation and to inform participants of any change in frequency.

**Vehicles used during surveillance operations are to be inconspicuous.** Surveillance vehicles should fit the setting in which they are to be used.

**ELECTRONIC  
SURVEILLANCE  
EQUIPMENT:**

The following outlines requirements for the storage, maintenance, and use of Sheriff's Office electronic surveillance equipment.

**Storage and Maintenance** – The Selective Enforcement Commander is responsible for budgeting maintenance for the electronic surveillance equipment assigned to his command. Maintenance includes budgeting for repairs and supplies, keeping an adequate quantity of batteries and other necessary items, as well as the upkeep of the equipment. The Commander is to maintain an accurate inventory of all electronic surveillance equipment in his custody.

**Use of Equipment** – Commanders of any division requesting use of electronic surveillance equipment for investigative or training purposes may authorize equipment use after evaluation of the request. The electronic surveillance equipment is not to be issued to anyone who has not received prior training in the use of the equipment. A division commander requesting use of the equipment is to forward a memorandum to the Selective Enforcement Division Commander. In addition to requesting use of the equipment, this memorandum is to include the dates and type of investigation or training for which the equipment is to be used.

**Records Pertaining to the Use of Equipment** – The Selective Enforcement Division is responsible for storage of the electronic surveillance equipment and for maintaining equipment logs containing the following information:

1. Type of equipment used.
2. To whom equipment was issued.
3. Date of issue and return of equipment.
4. Condition of equipment upon return.
5. Copies of memorandums requesting use of the equipment.
6. Copies of authorized court order, when appropriate.

**Use by Outside Law Enforcement Agencies** – On occasion, the Sheriff's Office electronic surveillance equipment is loaned to outside law enforcement agencies for investigative use. The Sheriff or his designee must approve use by outside agencies. The procedure outlined in Sections B and C of this directive will be adhered to when lending the equipment to other agencies.

**Training** – Division Commanders needing to train personnel in the use of the Sheriff's Office electronic surveillance equipment may contact the Selective Enforcement Commander.

  
Hobart Lewis, Sheriff