



Somerville Police Department 		TYPE: GENERAL ORDER		POLICY NUMBER: 405	
		Subject: Domestic Violence Records Release			
		Issuing Authority: Charles Femino Chief of Police		Signature: 	Effective Date: December 4, 2023
		Number of Pages: Page 1 of 2			
Accreditation Standards (6th Edition)				<input type="checkbox"/> New <input checked="" type="checkbox"/> Revised <input type="checkbox"/> Amended	
Revision & Reissued Dates:	10/16/14	8/27/15			

Purpose

Public records laws were recently change. The purpose of this policy is to ensure the privacy of domestic violence victims and to prevent potential re-victimization.

Policy

The Somerville Police Department will no longer release information pertaining to:

- A. Domestic violence related calls to residences (CAD code 200, Family)
- B. Domestic violence follow-ups (CAD code 45, DV Follow up)
- C. Violation of restraining orders (CAD code 249, Viol. RO)
- D. Service of restraining orders (CAD code 40), where the underlying service or attempt service is for a 209A restraining order
- E. Assaults (CAD code 440) where the involved parties are family or household members
- F. Sexual assaults where the victim is a family or household member
- G. Arrests for any of the aforementioned offenses
- H. Bookings for the aforementioned offenses

Procedures

The following protocol will be strictly adhered to with respect to the responsibilities of the positions listed below:

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- A. **E911 Personnel** – Whenever a call is inputted in the CAD system relating to categories listed above, 911 personnel will create a note, enter the abbreviation DV in the notes field and choose the option omit blotter in the drop down menu. This will prevent the CAD item from appearing in the public blotter.

- B. **Booking Officer** – Whenever a suspect is processed/booked on charges where the victim is family or a household member, where the suspect has violated a restraining order or committed a sex offense, the booking officer shall choose the option “omit from blotter” from the ADMIN tab in the booking screen. This action will remove the arrest from the public arrest log.

- C. **Officers** – Officers responding to calls that involving domestic violence should ensure that such circumstances are properly communicated to E-911 personnel so that those calls are properly coded. For example, if an officer is sent to a past Assault (440) and subsequently determines that the offender and victim are related or household members, that information should be communicated to the E911 personnel so that the call is properly coded as a Family (200) and subsequently omitted from the blotter.