



SPECIAL ORDER



SUBJECT: Policy on Responding to Subpoenas and Requests for Interviews in Connection with Investigations of District Agencies or Officials	SERIES	NUMBER	EFFECTIVE DATE
	87	32	September 3, 1987
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EXPIRATION DATE			
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The purpose of this Special Order is to apprise sworn and civilian members of the District Government's policy in responding to: (1) subpoenas for the production of government records or appearing before the grand jury, and/or (2) requests for interviews with investigators concerning a District agency or official. This order is in response to a directive from the Office of the Corporation Counsel (OCC).

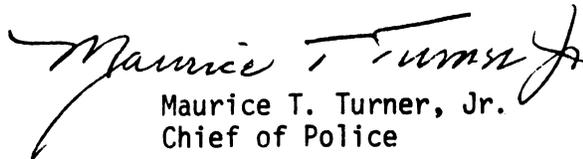
In its capacity as custodian of public information (documentary or other), the District of Columbia Government, its officials, or employees are often requested to provide that information to federal or local investigatory entities. It is the policy of the District of Columbia Government to cooperate fully with investigations conducted by federal and local officials charged with the responsibility of enforcing the laws of the United States and/or the District of Columbia. All District officials and employees are expected to cooperate fully with such officials in producing government documents in their custody or governmental information they may have knowledge of so that the District's policy of cooperation can be uniformly implemented.

Should a member of the Metropolitan Police Department receive a subpoena (or a request for an investigative interview) from a federal or local investigatory entity requiring or requesting testimony or the production of government records in connection with any investigation of a District agency or official, that member shall immediately take the subpoena or other information to the MPD's Office of the General Counsel, Room 4125, 300 Indiana Avenue, N.W., Washington, D.C. 20001, telephone number 727-4129, and, if so directed, shall then deliver a copy of the subpoena to the Office of the Corporation Counsel. If an attorney of the MPD's General Counsel's Office is unavailable, the member should leave a copy of the subpoena with the General Counsel's staff and then immediately deliver a second copy of the subpoena to the OCC Special Counsel, 1350 Pennsylvania Avenue, N.W., Room 329, Washington, D.C. 20004, telephone number 727-6248.

The fact that a subpoena has been served on a District agency, official, or employee and any information requested by the subpoena shall not be disclosed to anyone unless authorized by the Mayor, Office of Communications, or the OCC. All calls requesting information about any subpoenas served on the District of Columbia Government should be referred to the Office of General Counsel.

Any District official or employee who receives a request for an interview from any federal, local, or other investigatory official shall, prior to any statement to or interview with such official, notify the OCC. An attorney from the OCC will be assigned to consult with the official or employee promptly so as not to impede or unduly delay the interview. District officials or employees contacted for an investigative interview during non-work hours are strongly encouraged to request a deferral of the investigative interview until work hours (generally 0900 hours to 1700 hours, Monday through Friday) so that an OCC attorney can be made available for consultation. The OCC attorney will be available for consultation prior to, during, and after any investigative interview.

Questions pertaining to this policy or the procedures contained in this Special Order shall be directed to the Office of the General Counsel.


Maurice T. Turner, Jr.
Chief of Police

MTT:GLA:jtr