

INSTRUCTIONS FOR ASSISTING OFFICER / ASSISTING AGENCY REPORT FORM

IF YOU CONDUCTED INTERVIEWS OR SEARCHES, DO NOT USE THIS FORM. Instead complete a narrative report, and submit copies of photos, videos or other recordings.

This form is intended for use by officers who assist a fellow officer in their own agency, or assist another police agency, and their participation does not rise to the level where a narrative report is needed. This one-page form will allow every officer at a crime scene who provided peripheral assistance to provide a 'report' for the case far short of a traditional narrative supplemental report.

To finalize this short-form report:

- Type your name in the Signature field
- Click the "Finalize and E-mail to Prosecutor" (upper left corner)
- Follow prompt to "SaveAs.." this document (form converts to flat, non-editable PDF)
- Follow prompt to e-mail PDF form to us. If you use your default e-mail program, the form will be pre-attached and pre-addressed to our main e-mail address.

A supplemental report may be requested by my office if info in the Assisting Officer / Assisting Agency Report Form or other case information (body cam footage) shows that the officer was more substantively involved in the investigation.



DOUGLAS R. LLOYD, Eaton County Prosecuting Attorney
September 2018

**EATON COUNTY LAW ENFORCEMENT AGENCY
ASSISTING OFFICER / AGENCY REPORT**

Investigating Agency: _____

Report No.: _____

Investigating Officer-in-charge (OIC)

Incident Date: _____

AO Agency's Report No. _____

ASSISTING OFFICER (AO)

Incident Type: _____

Assisting Officer's Role(s) in Investigation:

Back-up Traffic control Jail transport Detain/Control suspect

Other: _____

PHOTOS: Y N **VIDEOS:** *Body Cam* Y N *In-car* Y N

INTERVIEWS: *(If AO interviewed people or gave Miranda warnings, a narrative supp. report is required)*

Suspect Victim Eye Witness Other: _____

Recordings: Interview(s) recorded video audio-only

I questioned the Suspect. Suspect made comments without questioning.

Miranda: I gave *Miranda* warnings / observed *Miranda* / was informed of *Miranda*.
The suspect waived / did not waive rights.

SEARCH: Conducted Assisted Chain of evidence only

Location / Type: Vehicle Person Building

Other: _____

Area searched: _____

Item(s) seized: _____

COMMENTS:

Assisting Officer Signature

Form updated 09/18/2018