

 <p style="text-align: center;"><b>ADMINISTRATIVE RULES</b></p> <p style="text-align: center;"><b>STATE OF ARKANSAS</b></p> <p style="text-align: center;"><b>BOARD OF CORRECTIONS</b></p>	<b>Section Number:</b>	<b>Page Number:</b>
	<b>014</b>	<b>1 of 2</b>
	<b>Board Approval Date:</b> <b>6-9-2005</b>	
	<b>Supersedes:</b>	<b>Dated:</b>
<b>014</b>	<b>10-29-79</b>	
<b>016</b>	<b>5-31-80</b>	
<b>Reference:</b>	<b>Effective Date:</b>	
	<b>9-5-2006</b>	
<b>SUBJECT: INTERNAL AFFAIRS and INVESTIGATIONS</b>		

**I. AUTHORITY:**

The authority of the Board of Corrections to promulgate this Administrative Rule is found in Ark. Code Ann. § 12-27-105.

**II. POLICY:**

It shall be the policy of the Arkansas Department of Correction to investigate incidents, events and/or occurrences in a timely, efficient and procedurally correct manner.

**III. EXPLANATION:**

The security of the Department, the protection of the public, staff and inmates will be enhanced by proper investigative procedures and investigations.

**IV. PROCEDURES:**

- A. The Internal Affairs Division, or its successor, shall conduct investigations, inquiries, and reviews as requested by the Director and/or those individuals he/she designates as having the authority to request such investigations.
- B. The Internal Affairs Division, or its successor, shall utilize various investigative procedures and tools to conduct and assist in those investigations. Those tools may include, but are not limited to polygraph examinations, and computerized voice stress analysis.
- C. Evidence will be properly collected, handled, and preserved. When appropriate, evidence will be provided to other agencies.
- D. Reports will be completed accurately and promptly.

- E. Criminal acts will be promptly referred to the appropriate law enforcement agency having jurisdiction.
- F. All staff shall cooperate with the investigative personnel.
- G. Upon completion of the information gathering process, an investigative report will be forwarded to the requesting official and the Director for final disposition.

**V. CONFIDENTIALITY AND RELEASE OF INFORMATION:**

All notes, reports, tape recordings, and any other materials generated during and Internal Affairs investigations are considered confidential. Dissemination of investigative information will be in accordance with all federal and state laws, including, but not limited to the Arkansas Freedom of Information Act and dissemination shall be handled by the Director's office.

**VI. REFERENCES:**

AR 005 - Reporting of Incidents  
Administrative Directive(s) on Investigations

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