

GLOSSARY

ACCIDENT LEAVE: Leave with two-thirds of employees' regular pay that is granted as the result of injuries: (1) that are determined to be compensable according to the Maryland Workers' Compensation Act; (2) that are determined by the institution to have arisen from and/or occurred in the actual performance of official job duties; and (3) when certified medical providers examine employees and certify that employees are disabled because of injuries.

Active Aggression: Any threat communicated through verbal or physical means, or overt act of assault, in conjunction with the perceived present ability to carry out such threat or assault, with reasonable indication that such assault is imminent.

Active Resistance: Physically evasive movements, such as bracing, fleeing, tensing, and pushing, with the apparent intent to de-feat an officer's attempts at physical control, or verbally signaling an intention to avoid or prevent being taken into, or retained in, custody.

ADMINISTRATIVE RANKED OFFICER: Officers holding the rank of lieutenant or higher.

AGENCY: The University of Maryland, College Park Department of Public Safety.

AGGRESSIVE FORCE: Force unreasonable in scope, duration, or severity under circumstances; continued use of force when resistance has ceased.

ALCOHOL IN BLOOD: If at the time of testing there was in a person's blood 0.02 percent or more by weight of alcohol, as determined by an analysis of the person's blood or breath.

ASSESSMENT CENTER: A standardized evaluation of behavior based upon multiple sources of input and using trained observers and multiple techniques. Judgments about behavior are made from specially developed assessment exercises designed to measure the participant's performance in specific job-related tasks and situations.

AT RISK PERSONS: Any person who is physically or mentally challenged and who poses a risk to themselves or others, e.g., mental disorders, suicidal, Alzheimer's patients, diabetics, or special needs according to American Disabilities Act (ADA) requirements.

AUTHORIZED FIREARM: Any firearm possessed, used or worn by officers that they are currently qualified to use, and which is authorized by the agency to use while performing acts as police officers.

BRIDGING DOCUMENTS: Bridging documents ensure that all agency policies remain in effect during leadership changes. This document shall indicate all policies and procedures of the organization will remain in effect until otherwise revised.

BUREAU COMMANDER: An officer having the rank major or higher who is directly responsible to the chief and commands one of the bureaus of the agency.

BUSINESS DAY: Monday through Friday, 0800 - 1630 hours, excepting holidays.

CASH FUNDS: Cash funds include currency, debit cards, gift cards, checks, money orders and any other negotiable form.

CELL: Any area, space, or enclosure into which a prisoner / detainee is placed and locked in, so as to prohibit freedom of movement.

CERTIFIED MEDICAL PROVIDER: Physician, physical therapist, clinical psychologist, dentist, optometrist, oral surgeon, chiropractor, podiatrist, nurse practitioner, nurse midwife, physician's assistant, or an accredited Christian Science practitioner.

CHAIN OF COMMAND: Formal lines of communication going downward or upward within the organizational hierarchy through each successive level of command.

CHIEF: The Chief of Police/Director of Public Safety at the University of Maryland, College Park. The chief is the CEO of the agency.

CHOKEHOLD: Any use of force application intended to gain control of a subject by restricting blood flow to the brain for the purpose of incapacitation. (also called Vascular Neck Restriction).

CITIZEN: Any person not employed by the University of Maryland Police.

CIVIL PROCESS: Those writs, summonses, mandates, or other processes issuing from a court of law or equity pertaining to a cause of action of a civil nature.

COLD CASE: A cold case is any criminal investigation by a law enforcement agency that has not been solved for (generally) at least one year and, as a result, has been closed from further regular investigations. A cold case may be closed for various reasons such as: previously available technology was not able to adequately analyze the evidence in order to form a conclusion; witnesses were hostile and uncooperative; various time constraints hindered the investigation; the originally assigned detectives had a heavy workload; a lack of worthwhile leads stalled the case.

COLLISION: (Motor Vehicle Collision) Any event that results in unintended injury or property damage attributable directly or indirectly to the motion of a motor vehicle or its load.

COMMAND INFORMATION SUMMARY: An e-mail synopsis of an incident involving agency personnel or service area. The CIS should contain sufficient information so that anyone reading the summary can answer most basic questions about the incident.

COMPLAINT: Any allegation which indicates a violation of any rules, regulations, policies or procedures of the University of Maryland Police at College Park or any allegation which indicates a violation of any federal, state or local law.

CRIMINAL INTELLIGENCE: The end product of a process that converts individual items of information either into evidence or, more often, into insights, conclusions, or assignments, perhaps less solid than fact but always more helpful than raw information, that can form the basis for the development of law enforcement strategies, priorities, policies, or investigative tactics regarding a specific crime, suspect, criminal organization, etc. The intelligence process includes the systematic collection of information which, after collation, evaluation, and analysis, is disseminated to appropriate units of the agency.

CRIMINAL PROCESS: Those writs, summonses, mandates, warrants, or other processes issuing from a court of law compelling a person to answer for a crime. The term also includes processes issued to aid in crime detection or suppression, such as search warrants.

CUSTODY: Legal or physical control of a person in an area or facility or while in transit; legal, supervisory, or physical responsibility for a person.

DEADLY FORCE: That force which is likely to cause death or serious physical injury.

DE-ESCALATION: The application of verbal and non-verbal techniques or strategies to reduce the intensity of an interaction(s) and potential for physical altercation.

DETAINEE: A person who, having been detained, is held in a holding facility usually for not more than 72 hours. Such persons are held in the holding facility pending arraignment, release, adjudication, or transfer to another facility.

DISABILITY: With respect to individuals, physical or mental impairments that substantially limit one or more of the major life activities of individuals; a record of such impairment; or being regarded as having such impairment.

DNA (Deoxyribonucleic acid): DNA is the genetic material present in the nucleus of cells which is inherited half from each biological parent. DNA is a chemical substance contained in cells, which determines each person's individual characteristics. An individual's DNA is unique except in case of identical twins.

EMERGENCY: As utilized in limited extra jurisdictional authority for police officers, an emergency is a sudden or unexpected happening or an unforeseen combination of circumstances that calls for immediate action to protect the health, safety, welfare or property of an individual from actual or threatened harm or from an unlawful act.

EMPLOYEE: Any person working for the agency in a permanent or temporary salaried position.

EXCESSIVE FORCE: Intentional, malicious, unjustified use of force resulting in injuries or potential for injuries.

Exigent Circumstances: The circumstances that would lead a reasonable officer to believe that immediate action is necessary to prevent physical harm to any person.

FALSE STATEMENT: Reporting or causing a report or statement of false information to be made with intent to deceive.

FIELD INTERVIEW: The stopping and questioning of a person by a police officer because the officer (1) has reasonable suspicion that the subject may have committed, may be committing, or may be about to commit a crime, (2) believes the subject may be a hazard, or (3) believes the interview may have a preventative effect.

FIELD SUPERVISOR: Subordinate to a shift commander, but none-the-less, a supervisor of patrol officers assigned to a patrol shift.

FORM: A form is a document with a standard format for the systematic and repetitive collection, maintenance, or transmission of information.

FRESH PURSUIT: This includes fresh pursuit as defined by common law. It is also the pursuit of a person who has committed a felony or who is reasonably suspected of having committed a felony. It also includes the pursuit of a person suspected of having committed a supposed felony, though no felony has actually been committed, if there is reasonable ground for believing that a felony has been committed. Fresh pursuit does not necessarily imply instant pursuit, but pursuit without unreasonable delay.

FRESH PURSUIT - POLICE AUTHORITY: Any member of a duly organized state, county or municipal peace unit of another state

of the United States who enters this State in fresh pursuit, and continues within this State in such fresh pursuit, of a person in order to arrest him on the grounds that he is believed to have committed a felony in such other state, shall have the same authority to arrest and hold such person in custody, as has any member of any duly organized state, county or municipal peace unit of this State, to arrest and hold in custody a person on the ground that he is believed to have committed a felony in this State.

FUNCTION: A general term for the required or expected activity of a person or an organizational component, e.g., patrol function, communications function, the planning function, the crime analysis function.

GARRITY WARNING: A warning given to an employee by an employer during an employment investigation that requires the employee to either provide information or be disciplined or discharged for refusing to provide information. If such a warning is given, the employee may object to the use of such information in a subsequent criminal proceeding on the basis that a self-incriminating statement was made under duress.

GREAT BODILY HARM: See SERIOUS PHYSICAL INJURY.

GRIEVANCE: Any cause of complaint arising between employee and employer on a matter concerning discipline, alleged discrimination, promotion, assignment, or interpretation or application of university rules or agency procedures over which the university management has control. Complaints pertaining to the general level of wages, wage patterns, fringe benefits, or to other broad areas of financial management and staffing are not grievable issues.

Hand Control Technique: A hand grab that redirects a resisting and/or aggressive person in a controlled manner, to the ground or against an object. This is also known as a soft hand control technique.

HOLDING FACILITY: The agency's temporary confinement facility utilized to detain prisoners pending arrest processing or release to other agencies. Excluded from the holding facility are rooms, areas, or space provided for processing, questioning or testing when prisoners are under continuous supervision and control of agency personnel within the room, area, or space and for a period of time not to exceed two hours.

IDENTITY THEFT: Identity theft is when someone else uses your name, Social Security number, bank account number, credit card number or other personal identifying information to commit fraud.

Immediate: Something occurring or accomplished without delay; instant.

Imminent: Something that is likely to occur at any moment; impending.

IMPAIRMENT BY ALCOHOL: If at the time of testing there was in a person's blood 0.05 percent or more by weight of alcohol, as determined by the analysis of the person's blood or breath.

INSTRUCTIONAL MATERIAL: Written directives that are issued by an organizational component to announce new information, explain existing procedures, and disseminate information on an informal basis. Instructional material may be issued as a training bulletin.

INVESTIGATOR: As used in disciplinary procedures, an investigator is any employee who conducts an internal investigation and makes

recommendations under authority of the chief.

JOB RELATED: A procedure, test, or requirement either predictive of job performance or indicative of the work behavior expected or necessary in the position.

Lawful Order: A lawful authority (i.e. effecting an arrest, investigatory stop, legal seizure, legal command to move, etc.).

Less-Lethal Force: Force which does not carry the substantial risk of resulting in the death of any person.

Less-Lethal Weapon: Any instrument that does not carry the substantial risk of causing the death of any person.

LEGAL PROCESS: Any item of civil or criminal process, whether original, intermediate, or final that is valid on its face and is to be served or executed by agency officers.

LIMITED DUTY: See MODIFIED DUTY.

LINE INSPECTION: Inspections conducted by personnel in control of the persons, facilities, procedures, or other elements being inspected. Line inspection may be carried out by any supervisor within the chain of command, but is often conducted by supervisory personnel who may also be responsible for ensuring that any substandard conditions revealed in the inspection are corrected.

MANUAL DIRECTIVES: A written directive contained in an agency manual that is permanent and can only be canceled by the chief. Manual directives deal with policies, rules, and procedures that affect more than one organizational component of the agency.

MINIMUM AMOUNT OF FORCE: That amount of force that will permit officers to subdue or arrest a subject, while still maintaining a high degree of safety for themselves and others.

MISREPRESENT FACTS: Submission of reports or statements containing improper or inaccurate information made without intent to deceive.

MEMORANDUM: A written directive that passes on information or that changes policy or procedure. Informational memoranda relate messages and informal material of agency-wide interest or relevance. Memoranda also provide timely dissemination of policy and procedural changes.

MODIFIED DUTY STATUS: A temporary assignment of job tasks which is compatible with an employee's medical restrictions and supports the prompt return to full duty.

NON-CONTACT ASSIGNMENT: Any assignment where an officer has minimal face-to-face interaction with the public. Such duties include those where the probability of taking enforcement action is remote.

NON-DEADLY FORCE: That degree of force which, in the circumstances used, is neither likely nor intended to cause great bodily harm.

NON-WATCH: Sworn personnel assigned to Administrative positions and/or Patrol officers who are:

1. Temporarily assigned to administrative positions;
2. Those who are attending training; or
3. Other assignment as defined by their respective Bureau Commander.

NON-SWORN: A person having no arrest authority as defined in "sworn officer" and "full-custody arrest." Non-sworn personnel may be employed or affiliated with a law enforcement agency in a variety of supporting roles and may be uniformed, but lack the authority to make a full-custody arrest.

Objectively Reasonable Force: An officer's use of reasonable and necessary force in effecting an arrest, investigatory stop, legal seizure, or lawful order. The reasonableness of each particular use of force will be judged from the perspective of a reasonable officer on the scene, based on the totality of facts and circumstances known to and confronting the officer at the time force was used.

OFFICER: Any University of Maryland Police Officer or an officer from an outside agency. In this Manual, references to officers will, where applicable, may also apply to civilian employees performing similar duties.

OFFICER IN CHARGE: Any officer designated by rank or assignment as being responsible for the conduct of activities of a unit or detail. Each OIC is directly commanded by only one superior.

ORGANIZATIONAL COMPONENT: A subdivision of the agency, such as a bureau, division, section, unit, or position that is established and staffed on a full-time basis to conduct a specific function or multiple functions. (See also UNIT)

Passive Resistance: The refusal to comply with an officer's verbal commands without active resistance and/or aggression.

Personal Weapon: Any body part used to strike or kick another person. This is also known as a hard hand control technique.

PERSONNEL: Any agency employee.

PERSONNEL ORDER: Written directives that are issued by the Office of the Chief concerning appointment of new personnel, assignment or transfer of employees from one organizational component to another, promotion or demotion of members, suspension, dismissal, or restoration to duty, termination by resignation or retirement.

Physical Force: Any force above verbal commands that an officer uses to gain control of a resisting and/or aggressive person. This includes any physical strike or instrumental contact with a person; any intentional attempted physical strike or instrumental contact with a person; an intentional attempted physical strike or instrumental contact that does not take effect; or any significant physical contact that restricts the movement of a person. The term includes the discharge of a firearm, or pointing a firearm at a human being, use of chemical spray, use of impact weapons, use of Conducted Electrical Weapons (CEW), chokeholds or personal weapons, taking a subject to the ground, or the deployment of a canine. The term does not include escorting or handcuffing a person with minimal or no resistance. Use of force is lawful if it is objectively reasonable under the circumstances to effect an arrest, or protect the officer or other person.

POLICY: A written directive that is a broad statement of agency principles.

PRIORITY RESPONSE: A police call that requires an immediate and expedited response by officers to protect life or property, to effect apprehensions, or to insure that a crime scene is adequately protected so as not to reduce the possibility of a successful investigation. Of-

ficers are allowed to use lights and siren under statutory authority of the Transportation Articles.

Probable Cause: The facts and circumstances that would lead a reasonable officer to believe that a crime has been committed and a particular individual has committed that crime.

Proximate Cause: An act from which an injury results as a natural, direct, uninterrupted consequence and without which the injury would not have occurred. (For example: an officer energizes an individual with a Conductive Electrical Weapon (CEW), and that person falls to the ground and suffers an injury from the fall. The proximate cause of that injury is the officer deploying the CEW on the person).

PROCEDURE: A written directive that is a guideline for carrying out agency activities. Procedures sometimes allow some latitude and discretion in carrying out activities.

PROCESSING: Processing includes pre-booking activities involving prisoners in custody, after which prisoners may either be released from custody by one of several means or they may be escorted to a holding facility - at which time they would be booked. Processing areas provide continuous supervision and control of prisoners by agency personnel within the area for a period of time not exceeding two hours.

QUALIFIED INDIVIDUAL WITH A DISABILITY: Individuals who, with or without reasonable modifications to rules; policies or practices; removal of architectural, communication or transportation barriers; or, the provision of auxiliary aids and services, meet the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by a public entity.

REASONABLE ACCOMMODATION: Includes the modification of existing facilities to facilities that are readily accessible to and usable by individuals with disabilities; job restructuring, part-time, or modified work schedules; reassignment of an employee with a disability to a vacant position; acquisition or modification of equipment; and appropriate alteration of examinations, training materials, or directives.

REASONABLE BELIEF: The facts or circumstances officers know, or should know, which are such as to cause an ordinary and prudent person to act or think in a similar way under similar circumstances.

REASONABLE SUSPICION: Suspicion that is more than a mere hunch, but is based on a set of circumstances that would warrant a person of reasonable caution in believing that an infraction of the law has been committed, is about to be committed, or is in the process of being committed, by the person or persons under suspicion. This can be based on the observation of police officers combined with their training and experience, and/or reliable information received from credible outside sources.

RESPONDENT:

1. Any employee who is the subject on an internal investigation.
2. Any University of Maryland student who has been referred to the Office of Student Conduct for violations of the Code of Student Conduct.

RESTRAINING DEVICES: Equipment used to restrain the movement of prisoners / detainees such as handcuffs, flex-cuffs, waist chains, ankle chains, restraining straps, straight jackets, or tie-down stretchers.

ROADBLOCK: A restriction, obstruction or device used or intended

for the purpose of preventing free passage of motor vehicles on a roadway in order to effect the apprehension of a suspect.

ROAD SIDE SAFETY CHECK: A temporary operation in which law enforcement or other authorized personnel stop some or all traffic to inspect individual vehicles or their contents or to interview drivers.

ROUTINE RESPONSE: A call for service which requires the presence of a police officer, but which does not require immediate officer presence. Lights and siren will not be used.

SECONDARY EMPLOYMENT: Secondary employment is the rendering of any service or the sale of anything for pay or remuneration from any source other than the agency or participation in any activity for which such payment or remuneration is received. This includes entrance and/or reenlistment into military reserve components as well as any form of self-employment, but generally, does not include engaging in investments in real estate, securities, or sales on isolated occasions of the employee's home, vehicle, or other personal property.

SENIORITY: Seniority is determined first by rank, and second by time in rank or grade whether on a regular or temporary basis.

SERIOUS PHYSICAL INJURY: A bodily injury that creates a substantial risk of death; causes serious, permanent disfigurement; or results in long-term loss or impairment of the functioning of any bodily member or organ.

SEXUAL HARASSMENT: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

SHIFT COMMANDER: The highest ranking officer assigned to a patrol shift; also known as patrol squad commander.

SPAN OF CONTROL: The number of subordinates under the immediate control of a supervisor. An OIC of a unit, holding the rank of sergeant or below is limited to the full-time supervision of a maximum of seven employees. The exact span of control may be adjusted by a bureau commander for operational purposes.

SPECIALIZED ASSIGNMENT: An assignment often characterized by increased levels of responsibility and specialized training, but within a given position classification.

SPECIALIZED TRAINING: Training to enhance skills, knowledge, and abilities taught in either recruit or other in-service programs. It may address supervisory, management and/or executive development training, or it may include technical and job-specific subjects, e.g., homicide investigation, fingerprint examination, juvenile investigation, etc.

SPECIAL ORDER: A written directive that is temporary. Special orders may announce policies or procedures directed to a specific circumstance or event or directed to specific segments of the agency. Special orders may be self-canceling or canceled at the direction of the chief.

SPOT INSPECTION: A limited or narrowly focused inspection

conducted without advanced notification by Inspectional Services or command ranked personnel for the purpose of validating submitted inspection reports or closely examining performance standards.

STAFF INSPECTION: Inspections conducted by personnel who do not have control of the persons, facilities, or procedures being inspected. Staff inspectors are members of the Inspectional Services Unit and are responsible for conducting inspections throughout the agency. The results of staff inspections are usually reported to the chief.

STANDARD OPERATING PROCEDURE: A written directive that is narrowly focused and only affects a specified organizational component. Standard operating procedures may be self-canceling or may be canceled at the direction of the chief.

STRIP SEARCH: The removal or rearrangement of clothing to permit visual inspection of a person's: undergarments, buttocks, anus, genital, and/or breasts.

The following does not constitute a strip search:

1. Removal or rearranging clothing reasonably required to render medical treatment or assistance;
2. Removal of articles of outer clothing such as coats, ties, belts, or shoelaces; and/or
3. Other exigent circumstances (i.e. checking a suspected suicide bomber).

SUPERIOR OFFICER: Employees assigned to positions requiring the exercise of immediate supervision over the activities of other employees.

SUPERVISOR: Employees assigned by superiors to positions authorizing the exercise of immediate supervision over other employees. Supervisors are accountable for the performance of employees under their immediate control. Supervisors are:

1. Employees in an acting or TDY capacity;
2. Specific employees granted a supervisory role for purposes not otherwise contrary to written directives; or
3. Specified employees exercising direct supervision over a component during the absence of the unit commander.

SUPERVISORY RANKED OFFICER: Officers holding the rank of corporal or sergeant.

TARGETED VIOLENCE: Situations in which identifiable or potentially identifiable perpetrators pose, or may pose, threats of property damage or violence to particular individuals or groups.

TEMPORARY HOLDING AREA: A room, space, or area for the processing, questioning or testing of detainees where they may not be subject to the continuous control or supervision of agency personnel in the same room, space, or area. The time period for which a detainee may be held under these circumstances may not exceed two hours. In rare circumstances, a detainee may be restrained to a fixed object, designed and intended only for such use, for no longer than two hours.

THREAT ASSESSMENT: The set of investigative and operational techniques that can be used by police personnel to identify, assess, and manage the risks of targeted violence and its potential perpetrators.

TRAINING ORDER: A written directive issued by the SSBC or designate that assigns employees to training courses.

TRANSPORTING OFFICER: A sworn law enforcement officer

who is responsible for transporting a prisoner / detainee from one point to another. This may be the arresting officer or another officer who is assigned to the responsibility for transport.

UNDER THE INFLUENCE OF ALCOHOL: If at the time of testing there was in a person's blood 0.08 percent or more by weight of alcohol, as determined by an analysis of the person's blood or breath.

UNIT: A discrete organizational component of an organization. Functional responsibilities for several activities may be assigned to a single position or organizational component as needed. (See also ORGANIZATIONAL COMPONENT)

UNIT COMMANDER: Any administrative or supervisory ranked officer in charge of a discrete organizational component, or unit, of the agency. Each unit commander is directly commanded by only one superior.

UNNECESSARY FORCE: Force inappropriate to effect arrests or control situations; use of force when none necessary.

UTILITY VEHICLES: Special purpose vehicles used because of considerations of weather, terrain, or the need for inconspicuous appearance, quietness, storage requirements, special operational needs, etc.

VASCULAR NECK RESTRICTION: Any use of force application intended to gain control of a subject by restricting blood flow to the brain for the purpose of incapacitation.

Verbal Commands: An officer's verbal orders towards a person to comply with a lawful command.

Verbal De-escalation: The verbal persuasion skills and tactics used to try to calm a person down.

WRITTEN DIRECTIVE: Any document that is intended to affect or guide the action of agency personnel. Written directives include agency policies, procedures, rules and regulations, special orders, personnel orders, training orders, memorandums, instructional material and University of Maryland issued policies.

ACRONYMS: Listed acronyms are used throughout the Manual. They should be used as needed in agency directives.

ACRS	Automated Crash Reporting System
ADA	Americans With Disabilities Act
AED	Automated External Defibrillator
AFSCME	American Federation of State, County, and Municipal Employees
ALI	Automated Locator Index
ANI	Automated Number Index
AWOL	Absent Without Leave
BAC	Blood Alcohol Content
CAD	Computer Aided Dispatch
CALEA	Commission on Accreditation for Law Enforcement Agencies
CCN	Central Complaint Number
CDS	Controlled Dangerous Substances
CEO	Chief Executive Officer
CHRI	Criminal History Record Information
CIU	Criminal Investigation Unit
CIS	Command Information Summary
CJ	Courts and Judicial Proceedings Article of the Annotated Code of Maryland

CL	Commercial Law Article of the Annotated Code of Maryland	PSB	Police Services Bureau
CO	Commanding Officer	PBT	Preliminary Breath Test
COMAR	Code of Maryland Regulations	PCO	Police Communications Operator
COG	Metropolitan Washington Council of Governments	PCS	Police Communications Supervisor
CP	Criminal Procedures Article of the Annotated Code of Maryland	PGFD	Prince George's County Fire Department
CRCR	Criminal Records Central Repository	PRD	Performance Review and Development
CS	Correctional Services Article of the Annotated Code of Maryland	PSBC	Police Services Bureau Commander
CSD	Customer Service Desk (formerly "Duty Officer")	PGPD	Prince George's County Police Department
CVSA	Computer Voice Stress Analyzer	PIO	Public Information Officer. This acronym refers not only to the public information function of the agency, but also those appointed by the chief to fulfill the function.
DCP	Department of Campus Parking	PPE	Personal Protective Equipment
DJJ	Department of Juvenile Justice	PVN	Parking Violation Notice
DOC	Department of Corrections, PG County	RAFIS	Regional Automated Fingerprint Identification System
DPS	Department of Public Safety	RMS	Records Management System
DNA	Deoxyribonucleic Acid	ROI	Report of Investigation
DRC	Discipline Review Committee	RPC	Regional Processing Center
DRE	Drug Recognition Expert	RRE	Race, Religion, or Ethnicity
DSS	Department of Social Services	SAO	State's Attorney Office for Prince George's County
DUI	Driving Under the Influence	SG	State Government Article of the Annotated Code of Maryland
DWI	Driving While Impaired	SERO	Safety Equipment Repair Order (Also ERO)
ED	Education Article of the Annotated Code of Maryland	SOC	Security Operations Center
EMS	Emergency Medical Services	SOP	Standard Operating Procedure
EN	Environmental Article of the Annotated Code of Maryland	SPP	State Personnel and Pensions Article of the Annotated Code of Maryland
EOM	Emergency Operations Manual	SSBC	Support Services Bureau Commander
ET	Estates & Trust Article of the Annotated Code of Maryland	TDY	Temporary Duty Assignment
ERO	Equipment Repair Order (Maryland Safety Equipment Repair Order)	TR	Transportation Article of the Annotated Code of Maryland
ET	Estates and Trust Article of the Annotated Code of Maryland	TRU	Telephone Reporting Unit
FBI	Federal Bureau of Investigation	UCR	Uniform Crime Report (FBI)
FIR	Field Interview Report	UM	University of Maryland, College Park
FL	Family Law Article of the Annotated Code of Maryland	UPO	University Police Officer
FLSA	Fair Labor Standards Act (Federal Law)	USM	University System of Maryland
FM	Facilities Management (Former Physical Plant)	USMH	University System of Maryland Human Resources
FOP	Fraternal Order of Police, University of Maryland, Lodge #23, Inc.	VIN	Vehicle Identification Number
FSAP	Faculty Staff Assistance Program		
FTA	Failure to Appear		
FTO	Field Training Officer		
HAZMAT	Hazardous Material		
HG	Health-General Article of the Annotated Code of Maryland		
IA	Internal Affairs		
ICS	Incident Command System		
IS	Inspectional Services		
JIS	Judicial Information System		
K-9	Canine Unit		
LEOBR	Law Enforcement Officer's Bill of Rights		
MILES	Maryland Inter-Agency Law Enforcement System		
MO	Modus Operandi		
MPO	Master Police Officer		
MPTC	Maryland Police Training Commission		
MSP	Maryland State Police		
MTF	Motor Transportation Facility (UM Motor Pool)		
MVA	Motor Vehicle Administration, Maryland State		
NCIC	National Crime Information Center		
<u>NIBRS</u>	<u>National Incident Based Reporting System</u>		
NOVARIS	Northern Va. Regional Identification System		
NSA	National Security Agency		
OIC	Officer-In-Charge		
OSC	Office of Student Conduct		
OSA	Office of the State's Attorney for Prince George's County		
OSPG	Office of the Sheriff for Prince George's County		