

350 – Policy Regarding Race/Ethnic Classification

# Santa Ana Police Department

## Departmental Order #350 - Policy Regarding Race/Ethnic Classification

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## Purpose

The purpose of this Order is to establish a policy which provides consistency and that conforms to Equal Employment Opportunity Commission (E.E.O.C.) guidelines among Police Department personnel when referring to members of the community by their race/ethnic origin.

## Background

It often becomes necessary for law enforcement personnel to make reference to members of the community by their race/ethnic origin. Race/ethnic categories are based mainly upon "varieties of mankind...distinguished by the color of skin" (Webster's New Work Dictionary). This information serves as a basis for the analysis of illegal activities and crime trends, victim/suspect profile information as well as aiding in the identification and apprehension of criminals. It is in no way an attempt to denote clear-cut, scientific definitions of anthropological or nationality origins.

In determining the specific language to be utilized, community sensitivity must be considered in selecting terms, which are most inclusive and least offensive.

## I. Procedure

The following is a list of preferred terms or descriptions to be used by Police Department personnel when referring in writing or via radio communication to the race/origin of a member of the community:

### A. Asian

All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

### B. Black (Not of Hispanic Origin)

All persons having origins in any of the Black racial groups of Africa.

### C. Hispanic

All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish origin.

### D. American Indian

All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

### E. White (Not of Hispanic Origin)

All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

(Classifications adapted from E.E.O.C. guidelines July 2003)

## F. Additional Descriptions

In order to ensure consistency in the reporting process, the following abbreviations are to be utilized in the "race" code box of all official Santa Ana Police Department documents:

"A" = Other Asian	"L" = Laotian
"B" = Black	"O" = All Others

"C" = Chinese	"P" = Pacific Islander
"D" = Cambodian	"S" = Samoan
"F" = Filipino	"U" = Hawaiian
"G" = Guamanian	"V" = Vietnamese
"H" = Hispanic	"W" = White
"I" = American Indian	"X" = Unknown
"J" = Japanese	"Z" = Asian Indian
"K" = Korean	

## II. Personal Knowledge

The Department recognizes the need to provide more specific physical descriptive information in the narrative portion of reports as well as in verbal transmissions over the radio. The objective is to provide the most thorough and accurate description available. On those occasions when personnel have more than simply race identifying information, as provided by a victim/witness or based upon their own personal observations, this information may be transmitted verbally and/or in written form.

### Summary

The consistent application of this policy will ensure the Department's ability to classify suspect/victim/witness information based upon race/ethnic origin. The race/ethnic policy is sensitive to our community, while meeting reporting requirements imposed by the criminal justice system. It simultaneously provides the necessary flexibility required of an officer towards the successful identification of individuals within the community.