

----- Original Message -----

Subject: Function of a Police Records Unit

From: [REDACTED]

Date: Tue, June 30, 2015 12:23 pm

To: "ed@policerecordsmanagement.com" <ed@policerecordsmanagement.com>

Hi Ed,

By chance, do you have a documented resource that defines what the specific roll of a police records section is? Or would you be willing to send me a brief paragraph in your own words? We have been told that our section only "pushes paper" and we shouldn't "read reports," and not to worry about what goes out of Records. "If it is bad or incorrect, it is a reflection of the officer."

I know I have a long road ahead of me, however my first objective is to explain to my Chief exactly what our role is as a unit. Unfortunately he needs "documentation" that isn't from me.

Thank you for any information you can provide to me. It really is beneficial to be able contact you and use your knowledge.

Sincerely,

[REDACTED]
Records Supervisor

[REDACTED] Police Department

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