

**SENECA FALLS POLICE DEPARTMENT
GENERAL ORDER**

General Order: 417	Rescinds: 07/01/2013
Subject: Polygraph Examinations	NYS Accreditation: 50.6
Effective Date: 01/30/2017 By Order Of: Stuart W. Peenstra, Chief of Police	

I. PURPOSE

To establish guidelines for the administration of polygraph examinations conducted in conjunction with departmental investigations.

II. POLICY

- A.** The polygraph examination is an investigative tool to be utilized as a supplement to a thorough investigation. The polygraph shall not be utilized as a substitute for a complete and thorough investigation or proper interview.
- B.** The polygraph examination may be utilized to test the truthfulness of suspects, witnesses, victims or used by the Seneca Falls Police Department for the purpose of hiring new officers. After a criminal action has started (arrest or Grand Jury), requests must be approved by the Chief of Police and the District Attorney's Office.
- C.** Juveniles will not be examined unless at least one parent or legal guardian attends the examination, and/or signs the permission form.

III. CONSIDERING POLYGRAPH UTILIZATION

- A.** A properly administered polygraph examination takes a minimum of two to three hours for the examiner to prepare and administer the examination and report the findings. Time is not available to examine every suspect merely because he is identified as such.
- B.** An investigator can be reasonably certain that a polygraph examination is indicated when the development of all known investigative leads has failed to eliminate suspicion of suspects among logical suspects, or when the statement by a suspect or victim contradicts all or most evidence.
- C.** Utilization of polygraph technique would not be indicated when there are other investigative leads that should be logically pursued for the purpose of obtaining hard admissible evidence.
- D.** Consult the polygraph examiner to determine how the application of polygraph technique can be most beneficial to a specific investigation.

IV. PROCEDURES FOR REQUESTING POLYGRAPH EXAMINATIONS

- A.** First obtain approval from the Chief of Police, only if a cost is associated.
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- B.** Request an examination through the New York State Police, or certified Polygraph Examiner.
- C.** Provide the examiner with the case package, including all available information.

- D.** Inform the person who is taking the examination of the date, exact time, and location of the examination. If the person does not have transportation, the requesting officer shall make adequate transportation arrangements.
- E.** If the appointment is scheduled for more than 48 hours in advance, the requesting officer will attempt to verify with the person, the day before the examination, that he is still planning to take the examination at the appointed time and place.
- F.** If the requesting officer learns of a cancellation, he is to notify the polygraph examiner immediately.
- G.** Attend the examination to monitor and observe both visually and audibly, the entire examination, if possible. Officers may arrange for a designee to attend the examination. Such designee will be knowledgeable in all aspects of the case.
- H.** Obtain written statements, as applicable, following the examination.

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