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**CAMDEN COUNTY PLAN FOR IMPLEMENTATION  
OF EXECUTIVE ORDER 69**

On May 15, 1997, Governor Whitman issued Executive Order No. 69, which governs the release of police information and/or public records. The following policy and procedure shall be followed in Camden County for the release of information to the media.

The following information shall be available to the public within 24 hours, or sooner if practicable, of a request for such information:

1. where a crime has been reported, but no arrest yet made, information as to the type of crime, time, location and type of weapon, if any;
2. if an arrest has been made, information as to the name, address and age of any victims, unless there has not been sufficient opportunity for notification of next of kin of any victims, of injury and/or death to any such victim, or where the release of the names of any victim would be contrary to existing law or court rule. In deciding on the release of information as to the identity of a victim, the safety of the victim and the victim's family, and the integrity of any ongoing investigation, shall be considered;
3. if an arrest has been made, information as to the defendant's name, age, residence, occupation, marital status and similar background information and the identity of the complaining party, unless the release of such information is contrary to existing law or court rule;
4. information as to the text of any charges, such as the complaint, accusation and indictment, unless sealed by the court, or unless the release of such information is contrary to existing law or court rule;
5. information as to the identity of the investigating and arresting personnel and agency, and the length of the investigation;

6. information of the circumstances immediately surrounding the arrest, including but not limited to, the time and place of the arrest, resistance, if any, pursuit, possession and nature and use of weapons and ammunition by the suspect and by the police; and
7. information as to circumstances surrounding bail, whether it was posted and amount thereof.

The term "request" shall mean either a written or oral request. The law enforcement official responding to oral requests should make best efforts to respond orally over the telephone; however, it shall not be unreasonable to require the requester to appear in person to receive the information. Unless the parties note otherwise, it shall be understood that there is no duty to release or obtain information that is not in the possession of the law enforcement agency at the time of request.

Where it shall appear that the information requested or to be examined will jeopardize the safety of any person or jeopardize any investigation in progress, or may be otherwise inappropriate to release, such information may be withheld. This section is intended to be narrowly construed to prevent disclosure of information which would be truly harmful to a bona fide law enforcement purpose or public safety if released. It is also intended to prevent such release that would violate existing law regarding confidentiality in areas including, but not limited to, domestic violence and juveniles.

## **PROCEDURE FOR RESPONDING TO MEDIA REQUESTS FOR INFORMATION**

All media requests for information shall be directed as follows:

1. to the County Prosecutor's Office when the matter is being investigated by that Office, or is one in which the Prosecutor's Office is involved. The Public Information Officer (PIO) shall be called first; if the PIO is not available, then the First Assistant Prosecutor shall be called. The Prosecutor's Office contact person may, whenever appropriate, refer the inquiry to another law enforcement agency or official; and
2. to the law enforcement agency investigating the matter when the County Prosecutor's Office is not involved, or has so referred the matter. The primary contact person shall be called first; if that person is not available, then the secondary contact person shall be called.

In the event of a dispute regarding the release of information or copies of records to the media, the County Prosecutor's Office should be contacted for dispute resolution. In this respect, such disputes may involve, but not be limited to:

1. disputes regarding whether the release of certain records or information would be "otherwise inappropriate"; and
2. disputes regarding whether the release of certain records or information has been conducted in a timely manner.