Henrico County Sheriff's Office
Criminal and Administrative PREA Investigations

1. The Henrico County Sheriff's Office conducts its own investigations into allegations of sexual abuse and sexual harassment, it shall do so promptly, thoroughly, and objectively for all allegations, including third-party and anonymous reports.

2. Investigators shall gather and preserve direct and circumstantial evidence, including any available physical and DNA evidence and any available electronic monitoring data; shall interview alleged victims, suspected perpetrators, and witnesses; and shall review prior complaints and reports of sexual abuse involving the suspected perpetrator.

3. When the quality of evidence appears to support criminal prosecution, the agency shall conduct compelled interviews only after consulting with the County Attorney's Office as to whether compelled interviews may be an obstacle for subsequent criminal prosecution.

4. The credibility of an alleged victim, suspect, or witness shall be assessed on an individual basis and shall not be determined by the person's status as inmate or staff.

5. Administrative Investigations on Staff:

    - Shall include an effort to determine whether staff actions or failures to act contributed to the abuse; and

    - Shall be documented in written reports that include a description of the physical and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings.

6. Criminal investigations shall be documented in a written report that contains a thorough description of physical testimonial, and documentary evidence and attaches copies of all documentary evidence where feasible.

    - Substantiated allegations of conduct that appears to be criminal shall be referred for prosecution.

    - The agency shall retain all written reports in reference to sexual abuse and/or harassment for as long as the alleged abuser is incarcerated or employed by the agency, plus five years.7. The departure of the alleged abuser or victim from the employment or control of the agency shall not provide a basis for terminating the investigation.