



MILWAUKEE POLICE DEPARTMENT

STANDARD OPERATING PROCEDURE

743 – NATIONAL INTEGRATED BALLISTICS INFORMATION NETWORK PROGRAM

GENERAL ORDER: 2023-56
ISSUED: October 30, 2023

EFFECTIVE: October 30, 2023

REVIEWED/APPROVED BY:
Assistant Chief Paul Formolo
DATE: September 15, 2023

ACTION: Amends General Order 2023-44 (June 16, 2023)

WILEAG STANDARD(S): NONE

ROLL CALL VERSION

Contains only changes to current policy.
For complete version of SOP, see SharePoint.

743.25 PROCESSING OF RECOVERED FIRED CARTRIDGE CASINGS AND FIREARMS

F. FIREARMS RECOVERED WITH A PERSON IN CUSTODY

2. The member recovering the firearm shall send an email to [REDACTED] as soon as the inventory report involving the firearm is completed to alert the Forensics Division and NIBIN personnel a firearm will need to be processed promptly.
 - a. The email shall include the: ~~responsible member, case number, and inventory number.~~
 - Responsible member;
 - Case number associated with the arrest/recovery of the firearm;
 - Inventory number and item numbers for each firearm recovered;
 - Name, race/sex, and date of birth of the arrestee(s) in-custody related to the recovered firearm;
 - The arrest date and time;
 - If the arrest is for a felony or misdemeanor; and
 - Whether or not a hold was placed on the arrestee(s).

JEFFREY B. NORMAN
CHIEF OF POLICE