

Bliss

104

Troop Order K-12

Reports

Accident Reports & File 3 Teletype Messages

1. It is extremely important that the file 3 teletype messages advising of the death of some person or persons, or of an injury to some person likely to result in death, be sent to Hawthorne and Albany as soon as is physically possible after the investigation is begun and the death is established or it appears likely that death may ensue.
2. This procedure is to be taken even though the investigating Trooper is assisting some outside police department or is conducting the investigation at the request of the district attorney, coroner or some other official. In other words, every member of this Troop investigating a death or injury likely to result in death to any person must send at once a file 3 teletype message to Hawthorne and Albany and, at the same time, notify his zone headquarters.
3. When any member of this Troop assists any outside police department in the investigation of an automobile accident, fatal or otherwise, or makes an investigation of an automobile accident, fatal or otherwise, at the request of a district attorney, coroner or any other official, in addition to the file 3 teletype message the usual accident report and accident location card will accompany the special report.
4. Accident reports and, when necessary, the accompanying special and arrest reports, are to be forwarded without undue delay. When an arrest has been made a preliminary arrest report may accompany the accident report so that any delay encountered obtaining the disposition of an arrest will not hinder or delay the arrival of the reports at Headquarters.

J. A. GAFFNEY

J. A. Gaffney
Captain, Troop "K"

JAG/ih

Note: This is a new page, to follow page 27-A.

Troop Order K-12

Accident Reports

1. As a means of establishing uniformity within the Troop in the methods used for sketching a diagram of the accident on the reverse of accident reports, the following form will be used when preparing these diagrams. Rubber stamps, supposedly representing automobiles or pedestrians, will not be used.

2. A solid line with an arrow head will represent each vehicle and a broken or dotted line with an arrow head will represent a pedestrian as illustrated below:

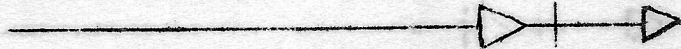


3. These lines need not attempt to show the exact spot where the point of impact occurred but they must show the correct movements of vehicles and pedestrians on the curve or straightaway or at the intersection.

4. A head-on collision between two objects, vehicle vs vehicle or vehicle vs pedestrian, is shown thusly:



5. A rear-end collision between two or more vehicles:



6. An angle collision:



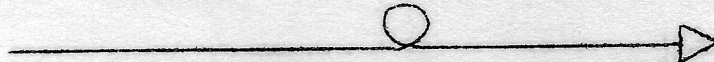
7. A turning collision:



8. A side-swipe collision between vehicles moving in the same direction:

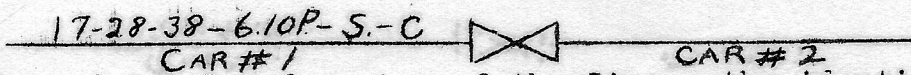


9. To show the upsetting of a vehicle use a loop in the arrow, such as:



10. Any other accident combinations which are not illustrated may easily be plotted on the diagram by using the basic arrow and having it reveal the movements of the vehicles or pedestrian.

11. Within the diagram the following facts are to be given: The weather condition and the road surface condition. The following legend may be followed: D-Dry Road; W-Wet Road; S-Snow on Road; I-Ice on Road; C-Clear weather; R-Raining and S-Snowing. An illustration of a typical accident diagram giving all data is as follows:



12. The legend is placed on top of the line - the identifying car number corresponding with the report, under the line. It is not necessary to repeat the legend on each arrow.

13. The points of the compass at the location of the accident will be shown in the space provided and the route number of the highway and names of the streets will also be shown on both the report and diagram.

J. A. GAFFNEY
J. A. Gaffney
Captain, Troop "K"

JAG/ih

Note: This is a new page.

Troop Order K-12)
June 9, 1942)

Conservation Reports

The following forms will be made out and forwarded to this Headquarters on all Conservation arrests.

1. If a Civil Compromise, reports to be forwarded to Headquarters as follows:

Form #(LD-5795)S186 - Trooper's Report of Case & Statement
of Court of Justice.

Three copies of Arrest Report.

One Receipt.

One Money Order.

2. If a Criminal Case, reports to be forwarded to Headquarters as follows:

Form #(LD-5795)S186 - Trooper's Report of Case & Statement
of Court of Justice.

" #5 - (Account form submitted by Judge for collection
of fee) To be submitted to Headquarters in duplicate.

Three copies of Arrest Report.

One Receipt.

One Money Order.

3. If an arrest is made and the case is turned over to a Game Protector it is handled as an assist and the only forms required are three copies of arrest report submitted to Headquarters. However the arrest report must show the final disposition of the case.

J. A. GAFFNEY

Captain, Commanding
Troop "K"

JAG/ih

Note: Substitute this page for
page 27-D issued March 5, 1939.

Bliss

Troop Order K-12)
Oct. 21, 1939)

Conservation Reports

The following letter dated October 19, 1939, from the Superintendent, is quoted:

Subject: Hunting Accidents Resulting in Personal Injury or Death.

1. Representatives of this division recently participated in a conference with the Honorable John T. Gibbs, Deputy Commissioner of the Conservation Department and Assistant Attorney-General Joseph P. O'Connor for the purpose of discussing methods whereby this division could best cooperate with the Conservation authorities in an effort to reduce the number of deaths and injuries in an effort to reduce the number of deaths and injuries occasioned by hunting accidents.
2. While it is quite apparent that a majority of these accidents are directly attributable to carelessness, and that the element of criminal intent is, in most cases, insufficient to support a criminal prosecution, it was nevertheless believed that a more thorough and careful examination of all facts surrounding such accidents might guide the Conservation Department in its future policy as to what course should be adopted, particularly with relation to their powers of revoking or suspending hunting licenses. Of course, in all such accidents resulting in the death of a human being, the coroner must be notified and he, in turn, renders a decision in relation to the existence of negligence or otherwise, as the case may be.
3. The conservation Department recently circularized all of the district attorneys of this state, directing their attention to these accidents and soliciting inquiry as to the possibilities of criminal prosecutions. We believe that in all these accidents which involved deaths of human beings, the coroners, the district attorneys and the peace officers concerned have made exhaustive inquiries and complete investigations.
4. It is desired that the same careful attention be given to the investigation of these accidents which involve personal injury only for anything which may be done to eliminate injuries is also a worthy objective to be attained.
5. It is hereby declared to be the policy of this division that all hunting accidents involving not only deaths but personal injuries as well shall be the subjects of very thorough investigations and for that purpose all such accidents will be immediately reported to the respective district inspectors of the BUREAU OF CRIMINAL INVESTIGATION, whereupon the assignment of an investigator will be instantly made and a thorough inquiry will begin.
6. In conducting such investigations, it is especially essential to note that in some instances they may have been due to overindulgence in alcoholic beverages, to habitual and careless handling of firearms, to total inexperience in the handling of firearms or to the fact that, in certain cases, the mentality of the possessor of the hunting license has been somewhat below average. All of these matters should be carefully considered by the investigator in arriving at his conclusion as to the probable reason for the accident occurrence.

(continued)

Troop Order K-12)
Oct. 21, 1939)

Conservation Reports

Subject: Hunting Accidents (Continued)

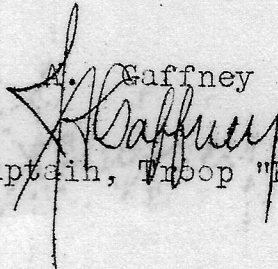
7. Reports of all investigations in this connection will be sent to these headquarters promptly and in triplicate so that a copy may be remitted to the Conservation Department and to the Assistant Attorney-General in charge of legal matters for that department, as well.

8. This memorandum will merit the special attention of the entire personnel of the Division of State Police and troop commanders are directed to place a copy of it with each member of his command.

By Order of the Superintendent
Geo. P. Dutton, Deputy Superintendent

Added at Hawthorne:- In submitting reports covering investigations of hunting accidents there will be FOUR (4) copies submitted to these headquarters on each case (one (1) Original and Three (3) copies).

JAG/w

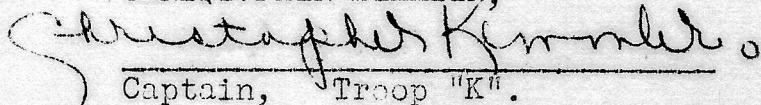
J. A. Gaffney

Captain, Troop "K".

S P E C I A L O R D E R STROOP ORDER - K-13.)
January 1st, 1935.)

Police Escorts.

1. All requests for police escorts must be approved by the troop commander. No escort will be given without such approval, except in a case of extreme emergency where the life of a human being may depend upon the prompt and safe passage of an ambulance or other vehicle to some designated medical or hospital point.
2. The purpose of a police escort is not to establish a speed record, but rather to insure safe conduct of the vehicles to be escorted that they may reach their destination safely.
3. In conducting escorts, the laws of the state should be conscientiously adhered to; excessive speed, running past red lights, boulevard stop signs, etc. is forbidden.
4. Even in cases of ambulances conveying sick or injured persons, the safety element should never be disregarded. It should be borne in mind that vehicles being escorted have no more or no less rights on the highway than vehicles not included within the escort. An escort is not licensed to use the entire highway or to endanger other users of the highway.
5. The old idea that the purpose of an escort was to rush through the streets or highway within the minimum time at an unreasonable speed with an utter disregard for all laws and regulations has been discarded. Members of this division acting in escorts will be extremely careful to comply with the state laws and with the ordinances of all cities and villages through which they may pass, irrespective of what those in the cars being escorted may desire.

CHRISTOPHER KEMMLER,


Captain, Troop "K".

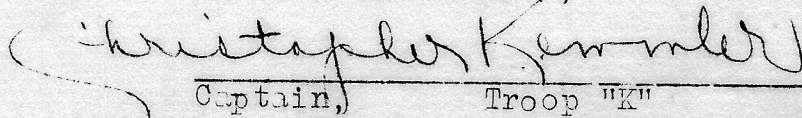
CK/JPM.

S P E C I A L O R D E R STROOP ORDER - K 14)
January 1st, 1935)

Firearms.

1. Attention is called to the report required to be submitted on the discharge of shots by members of this division, except such shots as are fired in authorized range practice. Discharge of Firearm Report requires one original and one copy to be submitted.
2. It should always be borne in mind that firearms carelessly handled or stored are very dangerous weapons. The practice of leaving loaded weapons in barracks, substations or patrol posts is not of the best, particularly when they are left in such position as to be handled by unauthorized persons.
3. The use of firearms for purposes of threatening or intimidating persons is expressly forbidden. The discharge of firearms, except when actually necessary to protect one's own life, the life of some other person, or when absolutely necessary in apprehending a felon when all other means have failed, constitutes a violation of the intent of the statutes and renders the person so using liable for a criminal charge.
4. Firearms may also be used in cases of proper killing of wounded or dangerous animals under circumstances where life or safety of human beings will not be endangered.
5. Firearms, and in fact all issued property, should receive the best of care. Abuse of property or neglect in its preservation will cause an assessment to be made against the trooper responsible for the neglect.
6. Members are cautioned never to present a loaded firearm to any person.
7. Members of this command who own, possess or have the continuous use of a revolver, rifle or shotgun must list it with Troop Headquarters. For the purpose of record, the following information must be forwarded, the make, type of firearm, calibre and manufacturers' number and all other pertinent data which might prove useful in identifying same. When the firearm is sold, loaned or returned to it's owner, a report to that effect must be forwarded to Troop Headquarters. The above does not pertain to issue firearms.

CHRISTOPHER KEMMLER,


Captain, Troop "K"

This order reissued May 1st, 1936, cancels original sheet dated January 1st, 1935.

S_P_E_C_I_A_L O_R_D_E_R_STROOP ORDER K-15.)
January 1st, 1935.)

Miscellaneous Orders.

1. Communications. All official communications will be addressed to the "commanding officer".
2. No member of this troop will correspond direct with any individual, government agency, firm, corporation, etc., in connection with official matters. Such correspondence must be carried on through troop headquarters.
3. No member of this troop will accept any gratuity of any kind or nature whatsoever. No rewards will be accepted by any member of this troop. When gratuities or rewards are offered, special report will be made to the troop commander, setting forth full details in connection therewith.
4. Members of this troop will bear in mind that they are governed by the rules and regulations promulgated for the conduct of a military organization. They shall deport themselves at all times so as to extend the proper courtesy toward all of their superior officers and to proper officers of the recognized military forces of the United States. At patriotic or military affairs, they will be governed by the requirements of courtesy to be shown to the flag or the playing of the national anthem.
5. The subject of escorts, as covered in a special order, must be carefully studied and obeyed.
6. Requests for passes will be forwarded to barracks through zone headquarters. No member of the troop is authorized to be absent from his assigned station without proper approval by the troop commander.
7. It is not the function of this division to furnish troopers for the policing of dances, etc. When such affairs are in progress, intermittent stops may be made to look over the gathering, but the practice of remaining throughout the entire function is contrary to the policy of the division.
8. Members of this troop, while on duty, will refrain from patronizing or frequenting places bearing questionable reputations, or places wherein the sale of intoxicating liquor is carried on.

S P E C I A L O R D E R S

TROOP ORDER - K15.)
 January 1st, 1935.)

Miscellaneous orders.

9. When it is necessary to have wrecked motor equipment removed from the highway, the trooper in charge will ascertain from the owner his preference as to the particular garage to be notified. Troopers are expressly forbidden from recommending any particular garage or repair shop. Cases coming to the attention of the troop commander indicating that troopers are favoring particular garages or repair shops, will be summarily dealt with. Whenever practical, have the owner of the wrecked vehicle do his own telephoning for a wrecker or tow car.

10. Troopers appearing in court, while in uniform, should surrender their sidearms in some safe and convenient place. It is a mark of disrespect to the court to appear as a witness wearing arms and ammunition. When sidearms are stored or surrendered, the ammunition should be removed therefrom.

This paragraph pertains to appearance in courts of record and not in courts of justices of the peace. Whenever practical, troopers appearing as witnesses in courts of record should be dressed in civilian clothing.

Courtesy and good conduct in court is most essential. It is not the function of the police to influence the court in its decision or sentence. A trooper testifying as a witness should state the truth without exaggeration. Unnecessary conversation in the vicinity of the court, arguments with the court, with the attorneys or defendants, are not the best practice. Remarks concerning the disposition of the case or the sentence imposed are entirely out of order.

11. ^{NOTED} Troopers will not be stationed at polling places for any purpose whatsoever regardless of where the request may originate. When there is a distinct possibility of disorder, troopers may take their post at some point within reasonable distance of the polls. When requests are accompanied by certain evidence that illegal voting or other violations of law are being committed, no action will be taken in the polling places unless the troopers shall have direct orders from the troop commander so to act. Under no

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SPECIAL ORDERS

TROOP ORDER - K15)
November 15, 1937)

Miscellaneous orders.

circumstances, will a member of the state police be seen at or near polling places on any registration or election day, except for the actual time necessary for him to register or vote. When violations of the election law occur, those interested will be instructed to go before a proper court, make information and obtain a warrant. When such a warrant is obtained, it may be executed by any member of the division in the same manner as a warrant of arrest for any other violation of law.

12. Members of the state police will not engage in any political banquet, rally, campaign or otherwise. They must not solicit votes for candidates, discuss their relative merits or become involved in any other manner in political arguments or discussions, nor will they use any influence, or give any aid of any kind or nature whatsoever to any candidate for political office. Political banners shall not be displayed in the quarters or on the equipment of any member of the state police, and the practice of wearing political campaign emblems on civilian clothing is to be discouraged. Members of this division, insofar as elections are concerned, should not be interested further than casting their own vote and the less conversation concerning it, the better.

13. No information of any nature whatsoever concerning the official business of the department shall be given without authority of a proper officer. No records concerning criminal matters which are, or which have been the subject of investigation, shall be exhibited except to persons duly authorized to view such records. Authority for the viewing of any record shall be procured from the troop commander.

Note: Substitute this page for page 32 dated Jan. 1st., 1935.

S P E C I A L O R D E R S

TROOP ORDER - K15.)
January 1st, 1935.)

Miscellaneous orders.

14. A summons should not be used as a warrant of arrest. Never issue a summons upon request of a complainant for the appearance of a defendant at some future date. In case an automobile accident is not witnessed by the trooper, extreme care should be used to refrain from participation in the settling of civil liability. Summons at the scene of such accidents should not be issued by troopers.

Should a party in an automobile accident desire some other party arrested for his part in an accident, a trooper should advise concerning the proper procedure whereby a complainant must procure a warrant from a court.

15. The use of a summons should be confined strictly to the lesser violations of the vehicle and traffic law and should not be used in crimes within the penal statutes of the state.

CHRISTOPHER KEMMLER,

Christopher Kemmler

Captain, Troop "K".

CK/JPM.

R. Blair

S P E C I A L O R D E R S

TROOP ORDER - K 16.)
issued - February) Bureau of Criminal Investigation.
21st-36)

Subject: Investigation of Crime - Safeguarding of Evidence.

1. The following precautions should be observed by all members of your Command, and particularly those assigned to the Bureau of Investigation, with reference to the preservation and safeguarding of evidence in connection with crimes coming to their attention.

2. All evidence, when taken, should be properly labeled, and securely sealed, so that its storage, delivery to laboratories, or presentation in court indicates that it was properly safeguarded.

3. Bottles and glass containers should be sealed with a piece of string over the cork, or top of the container. Containers should be substantial. Sealing should be done with sealing wax, and a seal impression should be made in the wax. This impression can be made with a signet ring or with a small, inexpensive sealing plate. Members of the Bureau of Investigation should provide themselves with some sort of a sealing plate for this purpose.

4. Should the container have a stopper or cover which does not belong to the container, a record should be made of that fact. A label or tag should be securely attached to each piece of evidence, and should contain sufficient identification data to make future identification positive.

5. If evidence consist of inflammable liquids or explosives, unnecessary jarring of the container should be avoided. If carried in an automobile, it should be kept in the rear of the vehicle, and obviously, with this class of evidence, fire of any kind is quite dangerous. Smoking should be avoided when conveying such material.

6. Letters, scrapings, etc. should be placed in a sealed envelope, properly marked.

7. Garments, shoes, or similar objects should be securely wrapped in paper, tied with a string, and properly sealed.

8. It is important that all members of each troop be properly cautioned in the safeguarding, marking and sealing of evidence, in order that difficulties of identification may not be encountered at some later date.

9. Kindly distribute copy of this memo to all members of your command.

Authority:- Letter from Albany Headquarters, Feb. 17-36.

CHRISTOPHER KEMMLER,

Christopher Kemmler

Captain, Troop "K".

K/jpn.

Instruction:

Substitute this page #34 for the one issued on the same date as above, but carried formerly in order K-15. The order is identical with the sheet issued formerly, but carries a different troop order number.

Bliss 104

TROOP ORDER - K 16.

Bureau of Criminal Investigation

The following letter, dated May 10, 1938 from Chief Inspector A. B. Moore, Troy, N.Y. is quoted:

SUBJECT: Preservation of Evidence.


1. With the forthcoming issue of the Bulletin and Technical notes, there will be an enclosure of sheets of cellophane, 20 x 20. This cellophane is to be used for two major purposes:

A. Covering of spots on immovable objects, such as any part of a building - either interior or exterior, trees, rocks or any part of a motor car. The spots to be covered are those which may contain material evidence necessary for chemical or physical examination or for photographic purposes. The covering is for the purpose of protecting the evidence, pending the arrival of properly qualified officers to remove such stains or photograph the same. The spots protected should be those which contain hairs, fibers, fingerprint impressions or some other foreign, but significant type such as scrapings with a tool, comb or any other hard object, entrance holes of bullets or projectiles, blood spots, stains or smudges caused by pigments from paints, lacquers or varnishes. In covering such stains, use a piece of cellophane approximately 1/4" to 1/2" extending over the stain proper.

B. Cellophane is not adhesive and should be made to adhere to the object by using Scotch transparent adhesive tape.

C. To act, as a receiving container for the removal, when such removal is advisable, of stains, smudges, hairs and fibers enumerated under "A". The investigator will scrape the evidence with a clean knife, or remove with forceps and place it in a cellophane made package. If a colored pencil is available, some identification mark should be placed on the cellophane which is then placed in a regular envelope which should be properly made. A similar entry should be made in the investigator's memo book.

2. In certain cases, for instance, stains on rocks and especially those caused by blood, washing is more suitable than scraping. In this event, the investigator should make a weak solution using ordinary salt in water in proportion of 1/4 teaspoonful of salt to one-half glass of clean water. Immerse a part of a clean handkerchief in the solution, place it over the stain and with gentle friction rub until the color of the same appears on the handkerchief, and then follow the process outlined above.

J. A. GAFFNEY


Captain, Troop "K"

JAG/ih

Note: This is a new page to be placed between pages 34 and 35.

S P E C I A L O R D E R S

TROOP ORDER- K 16.)
issued July 25th, 1936.) Bureau of Criminal Investigation.

Subject: Reporting of Crimes to District B C I

1. When the commission of any of the following crimes shall be reported to or shall come to the attention of any member of this Division he shall forthwith and without delay notify his District B.C.I. Inspector thereof by teletype or telephone.

2. The rendering of this immediate report however will in no way relieve the responsibility of the uniformed force from proceeding with the necessary and immediate investigation, the arresting of the perpetrator if possible, the safeguarding of evidence, the securing of witnesses or any other action or procedure tending toward the successful solution of the crime.

3. Upon receipt of such a notification the District Inspector B.C.I shall determine what action, if any, will be taken by the B.C.I and will issue instructions with respect thereto.

4. A copy of this order will be distributed to every member of your Command and a receipt taken therefor.

5. The list of crimes to be so reported are as follows:

Abandonment. (Section 50 Penal Law)

Abduction.

Abortion.

Animals (Poisoning of)

Arson.

Assault. (felonious)

Burglary.

Children (all felonies committed against the person of)

.Extortion (including all threatening letters and black-mail)

Forgery and counterfeiting.

Homicide. (including deaths resulting from automobile accidents, a new law goes into effect Sept.

1-36, defining as homicide deaths resulting from auto accidents where there appears an element of negligent operation of a motor vehicle)

Kidnapping.

Larceny. (report grand larcenies only and do not include reports of stolen automobiles.

Rape.

Robbery.

Sex Crimes - (other than rape such as incest, etc.)

Swindle or fraud events amounting to grand larceny.

Suicides (where circumstances appear unusual and there is a possibility of homicide.)

6. Additions to the above list to be made from time to time.

Auth: t.t. nassa 338 file 14 SP Chief Insp. July 25-36.

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CHRISTOPHER KEMMLER,

Christopher Kemmler

Captain, Troop "K".

CK/jpm.

Note:- New page- never issued before.

SPECIAL ORDERS

TROOP ORDER - K-17.)
Issued Jan. 3, 1937.) Bureau of Criminal Investigation.

Subject: Sending of Evidence.

1. When any evidence is forwarded by United States mail to the laboratory or to any other person, or point, it will be sent via registered mail with a return receipt request.

2. This is absolutely essential in order that the continuity of the evidence may be traced from the person depositing it in the mail to the receiver of such evidence at destination. The returned registry receipt should be kept as part of the case record in the event that any question arises as to the identity of the evidence.

3. In the event that evidence is forwarded by express, the continuity may be traced by the receipt issued at the shipping point and by the signature which is taken at the receiving point. In such case, the sender of the evidence will not receive any return receipt, but should it be necessary to establish continuity, the signature at the receiving end may be obtained from the express company.

AUTH: BCI Order No. 18 * * * * *

TROOP ORDER - K-18.)
Issued Jan. 3, 1937) Bureau of Criminal Investigation.

Subject: Human Blood as Evidence.

1. Our laboratory has recently received samples of blood taken from living human beings for the purposes of analyses to determine certain chemical contents which might be present in such blood.

2. There are many conflicting opinions on the subject of taking samples of blood from living human beings and the procedure presents somewhat of a question, the legal aspects of which must be determined at some future date.

3. Blood chemistry is extremely technical because of chemical changes which take place in human blood by reason of the time element between the taking of the sample and its analysis.

4. This subject is under consideration, both from the chemical and legal viewpoints and until the procedure is finally determined, no member of the B.C.I. or of the uniformed force will be a party to the taking of samples of blood from any living human being.

5. This order is not to be construed as effecting any local procedure which is now or may be prescribed by prosecuting officers or other officials who might be interested in the chemistry of a living human being's blood. These officials, of course, may proceed to take samples as they see fit, but because of the technicalities involved, this division will refrain from participating in such procedure until we have finally determined a policy consistent with legal and chemical practices.

AUTH: BCI Order No.19.
* * * * *

CHRISTOPHER KEMMLER

Christopher Kemmler

Captain, Troop "K".

CK/jrh.

Note:- This is a new page.

SPECIAL ORDERS

Bureau of Criminal Investigation

ITEM # 1. The following letter, dated September 13, 1937, from the Chief Inspector's Office is quoted:

SUBJECT: Scientific Laboratory.

1. The laboratory has gathered approximately one hundred and thirty varied types of headlight lenses as used on pleasure cars and trucks, and also on two or three types of motorcycles. This collection represents practically all makes of headlight lenses manufactured in the United States during the last seven years. In all cases, therefore, where glass particles are gathered as evidence, they may be compared with the originals at the laboratory as to pattern, diameter, circumference, calibration and index of refractions.

2. Whenever scrappings of any kind are forwarded as evidence, they should be wrapped carefully in a small piece of paper before being placed in an envelope. This will avoid loss of scrappings which adhere to crevices inside the envelope and thus the quantity of these scrappings, when received at the laboratory, would be sufficient for analyses.

ITEM # 2. The following letter, dated January 4, 1938, from the Chief Inspector's Office is quoted:

SUBJECT: Theft of Explosives.

1. During the past year, there have been a number of safe flowing jobs within this and adjoining states, most of which present the same "modus operandi" and similarity of explosive material.

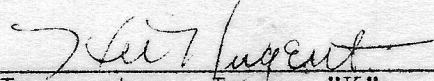
2. We are of the opinion that stolen explosives such as dynamite, blasting caps, etc., are converted into "soup" by these burglars.

3. The laboratory staff is making a detailed analyses of explosives and to further their study, each troop will submit, direct to the laboratory, a memorandum which will include all data pertaining to stolen explosives reported during 1937. As far as possible, these reports will include the make, strength, time and place of theft and other available information.

4. In all future thefts of explosives, an immediate teletype message will be dispatched. Upon receipt of the message, the telegraph bureau at Albany will immediately mail a copy to the laboratory at Schenectady.

Added at Hawthorne - The instructions in Items #1 and #2 will be noted and observed by all members of this Command.

H. W. NUGENT


Inspector, Troop "K"
Acting C. O.

HWN/ih

Note: Substitute this page for page 38 issued Sept. 16, 1937.

J. J. Mangano

Section # 1

Page 38-A
3 November 1945

SPECIAL ORDERS

The following letter received from the Office of the Superintendent dated October 30, 1945, is quoted for your attention:

Subject: Fingerprint cards for the Federal Bureau of Investigation, U. S. Department of Justice, Washington, D.C.

To : All members of Troop "K"

1. To insure the prompt transmission of fingerprint cards the following procedure will be effective immediately.
2. When a member of this Division shall take the fingerprints of a defendant, the information required shall be complete on each card. One card shall be immediately mailed direct to the Federal Bureau of Investigation, Bureau of Identification, Washington, D. C., one to the Department of Correction, Division of Criminal Identification, Albany 1, N. Y., and the two remaining cards shall be promptly forwarded to Troop Headquarters.
3. Sub-stations shall be furnished with the proper printed fingerprint cards and stamped envelopes insuring that the cards and envelopes furnished indicate that the contributor is the Troop Headquarters concerned.
4. This order will serve as a cancellation of order dated January 18, 1939, under subject "Fingerprint Cards For The Federal Bureau of Identification, United States Department of Justice, Washington, D. C."

D. F. GLASHEEN



Captain, Troop "K"
Troop Commander

DFG/er

Note: Substitute this page for Page 38-A issued January 19, 1939

SPECIAL ORDERS

The following letter from Division Headquarters is quoted:

" Subject: Veterans Souvenir Firearms

To : All Troop Commanders - Chief Inspector - Executive Officer, N. Y. S. T.

1. It is common knowledge that many veterans are bringing foreign firearms into this country with U. S. military approval.

2. These veterans value the weapons very highly, but under Section 1897 of the Penal Law they cannot be possessed or carried in New York State without a license.

3. In order to cooperate with the veterans, the following procedure will be followed:

(a) If a veteran should come to any State Police installation and request that the State Police take into custody his souvenir weapon until he can secure a permit, the weapon should be accepted and a receipt given stating the make, type, calibre and serial number of the gun concerned.

(b) The souvenir weapon will be stored in a safe place and be kept until the veteran produces the proper license to possess or carry same. The weapon will be properly tagged (use the B.C.I. evidence tag) with the name and address of the veteran and the purpose for which it is being held.

(c) Such weapons should be stored for thirty (30) days after which time they shall be forwarded to Troop Headquarters where they will be stored pending advice from the veteran. All veterans should be advised that the storage period at the sub-station will not exceed thirty (30) days and after that time has elapsed, he should communicate with Troop Headquarters.

4. The attached form will be used in furnishing the receipt mentioned in paragraph three, section (c)."

A supply of the receipt forms (TK-3) mentioned above will be furnished to each station. All members of Troop "K" will comply with above instructions.

D. F. GLASHEEN

D. F. Glasheen
CAPTAIN, Troop K
Troop Commander *D.F.*

DFG/er

Substitute this page for Page 39, dated October 16, 1937.

Morgan

Section # 1

Page 40.
December 13, 1941

SPECIAL ORDERS

Speed Zones

Quoted below is letter dated December 5, 1941 from Major John A. Warner, Superintendent, which is self-explanatory. The policy outlined in the letter will be followed by all members of this Command.

SUBJECT: Enforcement Policy - Speed Zones.

1. The State Traffic Commission is authorized by law to restrict the speed at which vehicles may proceed on or along certain portions of the state highway outside of cities or incorporated villages.
2. Such speed restrictions are commonly known as 'Speed Zones' and they are established in small communities and hamlets which do not have authority themselves to restrict the speed of vehicles on or along state highways, and at accident prone locations. They are usually of comparatively short length and it has been ruled by competent authority that it is not necessary for the police to 'clock' motorists exceeding such posted speed restriction for one-quarter of a mile. They are absolute speed limits and to exceed the posted limit constitutes a violation of the law.
3. In order to assist the enforcement of such speed zones it is hereby declared to be the policy of this Division that a tolerance of not less than five miles per hour nor more than ten miles per hour above the posted speed limit will be permitted. Arrests for violations are to be made on this basis.
4. It is further declared to be the policy of this Division that such existing speed zones are to be patrolled and inspected periodically, and arrests made for violations thereof, and the traffic supervisors are to advise the patrols and substations concerned of the future establishment of such zones by the State Traffic Commission so that they also may be properly patrolled, inspected and enforced.
5. This enforcement policy is to be applied only to those speed zones established by the State Traffic Commission.
6. Kindly bulletin this expression of policy to all members of your Command."

J. A. GAFFNEY

J. A. Gaffney
Captain, Commanding
Troop "K"

JAG/ih

Note: Substitute this page for page 40
issued November 18, 1937.