



*Kern County Sheriff's Office*  
**Investigations Division**

<b>TITLE: Utilization of Public Information Officer</b>		<b>NO: A-400</b>	
<b>APPROVED: Commander Raul Murillo</b>			
<b>EFFECTIVE:</b> 05/15/2008	<b>REVIEWED:</b> 03/24/2023	<b>REVISED:</b>	<b>UPDATED:</b> 07/08/2020

**POLICY**

DPPM Section I-200 covers the departmental policies and procedures regarding the Public Information Officer position. However, due to the cases that are worked in the Detective Section, the Investigations Division Sergeants, Lieutenant, or Commander will still be responsible for the information released to media.

The information, following Sheriff's Office policy, can be released directly to the media, or coordinated with the PIO. In cases where the information is released directly to the media, the PIO will be briefed at the earliest opportunity.

The PIO will remain available to assist as needed.

**DIRECTIVE A**

The on-scene Sergeant, Detective Section Lieutenant or Investigations Division Commander will be responsible for on scene media inquiries and releases. This includes completing an email news release when feasible. If the investigation does not require additional investigation, other than the immediate investigation being conducted, the PIO can be designated as the primary contact person. The PIO will only disseminate the information contained in the news release. Any additional information, without authorization from the above list on-scene personnel, will not be released.

**DIRECTIVE B**

In the event of a major or complex case, the PIO can be requested to respond and handle on scene media and any follow up inquiries. The PIO will only release information approved by the on-scene Sergeant, Detective Section Lieutenant, or Investigations Division Commander. The PIO can be contacted via the Communications Center.