LAW ENFORCEMENT PLAN

BIG STONE NATIONAL WILDLIFE REFUGE

ORTONVILLE, MINNESOTA

Submitted by James Heinecke — Date Jan 20, 1987
Refuge Manager

Concurrence J B Zimmerman — Date 5/5/87
Acting Special Agent ~~in~~ Charge

Thomas J Larson — Date 5/5/87
Acting Division Supervisor

Approval John R Eadie — Date 5-5-87
Assistant Regional Director

I. INTRODUCTION

Big Stone National Wildlife Refuge was authorized as part of the Big Stone Lake-Whetstone River flood control project in western Minnesota. Situated along the Minnesota River Valley, the refuge totals 10,795 acres of grasslands, impoundments, prairie wetlands, floodplain forests and granite outcrops.

Public use facilities include a five mile auto tour route with interpretive exhibits, a nature trail, a canoe route and a drive/overlook on the Highway 75 dam. Fishing areas are located along the Minnesota and Yellowbank Rivers and at the main spillway. Public use includes hunting (big and small game), fishing, hiking, wildlife observation and other wildlife related activities.

Big Stone NWR has two positions with law enforcement authority. The main thrust of the law enforcement program is to maintain sufficient presence over the range of public use activities to ensure a quality experience for refuge visitors and protection of the resource. This includes regular patrols on the auto tour route, the low flow structure, fishing areas and the Highway 75 dam and spillway during times of high public use. During the hunting seasons, enforcement efforts aimed at specific problem areas are carried out in addition to regular patrols. Occasional investigations and interviews are conducted in response to public complaints, tips, etc.

Most public use on the refuge occurs from April 15 to about December 15.

II. OBJECTIVES

A. To protect the flora and fauna of Big Stone National Wildlife Refuge for the continued benefit of the American people.

B. To ensure a quality experience for refuge visitors and provide protection of refuge facilities.

III. DEMEANOR

A. Professionalism

All refuge officers are expected to understand and follow Service law enforcement policies and operative procedures. Enforcement officers should present a pleasant and courteous attitude.

B. Official Dress

1. Class C uniform will be worn while on patrol duty except as otherwise authorized by the project leader. Non-uniformed patrol authorized by the project leader could include the following situations:

   - requests for our assistance by state or federal conservation officers regarding T.I.P. (Turn In Poachers) waterfowl complaints. These often require stakeouts where camouflage is necessary.

- patrol of problem areas where it is necessary to appear as another waterfowl hunter in order to be effective.

- on refuge situations where uniformed patrol would be ineffective.

It is anticipated, however, that non-uniformed patrol would not be an everyday occurrence. It would be used when necessary and targeted toward specific problem areas.

2. Enforcement credentials will be carried while on duty and displayed in accordance with Service policy. (See 8 RM 14.13)

3. If a handgun is carried, it will be in accordance with Service policy. (See 8 RM 14.16)

4. While on night patrol, it will be mandatory to carry a firearm and to wear a protective vest.

IV. ENFORCEMENT AUTHORITY AND JURISDICTION

A. Jurisdiction

Big Stone National Wildlife Refuge operates under concurrent jurisdiction. The refuge is located in Big Stone and Lac qui Parle Counties. The Minnesota Conservation Officer and the County Sheriff are located in Ortonville for Big Stone County and in Madison for Lac qui Parle County.

B. Enforcement Authority

Enforcement authority is authorized by the Regional Director acting upon the recommendation of the project leader after the applicant has satisfactorily completed necessary training.

V. CHAIN OF COMMAND

A. Overall Operation and During Weekdays

1. Refuge Manager
2. Assistant Manager

B. Operation of Weekends and Holidays

Designated Duty Officer

C. Under concurrent jurisdiction, state and county officers can enforce their respective laws and regulations. These agencies stand ready to assist as needed.

VI. PATROL PROCEDURES

A. Auto Tour Route, Dam and Low Flow Areas

Auto tour route patrols will be conducted as deemed necessary by the duty officer. These patrols will be of an irregular nature with occasional stakeouts to combat particular problem areas.

Patrol and enforcement procedures will be in accordance with Service policy, training, and law enforcement guidelines. (See 8 RM 14, 28 AM and the Law Enforcement Handbook)

All patrol vehicles will have radio contact with local authorities. Radios are available.

B. Hunting Seasons

Hunting season patrols will be similar to other public use patrols except that the duty officer will be responsible for making car counts, license checks, etc., in addition to being alert for problem areas that need additional attention.

VII. RESPONSIBILITY FOR AND USE OF EQUIPMENT

All vehicle use will be in accordance with Service law enforcement policy. (See 23 AM 8.2B and Law Enforcement Handbook 12.1 C)

All vehicles used for patrol shall be kept in a clean and presentable condition. Maintenance of all equipment shall be the responsibility of the officer to which it is assigned. Each officer is responsible for informing the maintenance worker of any repairs or service needed on vehicles.

Authorization and use of weapons will be strictly as specified by Service policy. (See 8 RM 14.11, 8 RM 14.14, and Law Enforcement Handbook, Chapter 11)

VIII. VIOLATIONS, WARNINGS, SEARCHES, SEIZURES, COMPLAINTS AND ARRESTS

A. Minor Violations and Warnings

A verbal warning may be issued if in the opinion of the officer a warning would be more beneficial than a citation, or the infraction is very minor. If a citation is to be issued, it will be recorded on a Form 3-960, Field Information Report and submitted to the SRA, St. Paul for prosecution. A written warning, also written up on the pink slip and filed with LE - St. Paul, may also be used if the officer so desires.

B. Searches and Seizures

All searches and seizures will be in strict adherance to law enforcement procedures as explained in Service policies, guidelines, and law enforcement workshops. (See Law Enforcement Handbook, Chapter 8)

C. Apprehensions and Arrests

Routine apprehensions will be conducted in a safe, courteous manner. Pink slips are to be forwarded to SRA, St. Paul, as in "A" on previous page. (See Appendices) Arrests, on the other hand, are to be carried out only when, in the opinion of the officer, it is absolutely necessary for the safety of others or to identify the subject. If an arrest is made, however, the following procedure shall be in effect:

1. Call the County Sheriff for assistance and make legal arrest in accordance with Service guidelines and training with officer safety, a foremost consideration. (See Law Enforcement Handbook, Chapter 7)

2. Notify Special Agent, LE, St. Paul, to arrange hearing before U. S. Magistrate and notify U. S. Attorney.

3. Transport prisoner to Wright County jail in Buffalo, Minnesota, following all Service procedures and guidelines. Call ahead to notify jail personnel of estimated time of arrival and charges to be placed against the subject.

Wright County Jail
Buffalo, Minnesota
682-3900 (Area Code 612)

4. Notify U. S. Marshal's office and the Senior Resident Agent in St. Paul with name of arrestee, charge, if and/or when subject made appearance in front of magistrate, arresting officer's name and agency.

U. S. Marshal Service, Minneapolis
24-Hour Number 612-725-2376

If time and circumstances permit, an alternative procedure is to request that the County Sheriff's department make the arrest and proceed with charges through the state court system.

Big Stone County Sheriff
Ortonville, Minnesota
839-3558

Lac qui Parle County Sheriff
Madison, Minnesota
598-3720

IX. EMERGENCY PROCEDURES

A. Major Crime

1. Major Crime in Progress

Notify County Sheriff via radio (call "Ortonville from K-735") and request assistance giving as much pertinent information as possible. Monitor situation until sheriff's department arrives to handle the problem. Assist as needed. Do not proceed alone before help arrives unless absolutely necessary to protect a member of the public or another employee from serious injury.

Notify Special Agent - St. Paul. In case of fatality, notify regional office (RF 1).

2. Major Crime After the Fact

Contact County Sheriff and request assistance. Render first aid to any victims. Secure crime scene and locate witnesses. Remain at scene to protect integrity of secured area until relieved by enforcement officials. Assist as requested. Notify Special Agent - St. Paul. In case of fatality, notify regional office (RF 1).

B. Serious Accident or Health Emergency

Notify county dispatcher via radio giving pertinent details and request ambulance if needed. Ask dispatcher to notify County Sheriff if assistance is needed. Remain at scene and give first aid until ambulance crew arrives to take over. Assist as needed. In case of fatality, notify regional office (RF 1). In case of a boating accident, the County Sheriff is equipped to assist in a water rescue.

X. DRUGS

If illegal cultivation of wild plants is discovered on the refuge, contact the County Sheriff and Senior Resident Agent - St. Paul for a decision whether to destroy the crop or set up a stakeout. Do not take action without consulting local authorities and the Senior Resident Agent in St. Paul.

IX. SPECIAL

A. Response to Alarm Signal at Shop

The Big Stone County Sheriff will respond to the shop alarm signal. Refuge personnel will also be notified. If the alarm is tripped, refuge personnel are to proceed to the shop, unlock the gate and assist as needed.

APPENDIX

1. Local ten signal list

2. Telephone number list and radio call letters

3. Vehicle license letter codes (phonetic alphabet)

4. Law Enforcement forms

"10" SIGNALS

10-1 Receiving poorly
10-2 Receiving well
10-4 Acknowledgment
10-5 Relay
10-6 Busy, will call
10-7 Out of service
10-8 In service
10-9 Repeat message
10-10 Out of service, subject to call
10-11 Dispatching too rapidly
10-12 Officials or visitors present
10-13 Advise weather and road conditions
10-14 Convoy or escort
10-15 Prisoner in custody

10-16 Daily reports
10-17 Pick up papers, parcel, or officer
10-18 Complete present assignment as quickly as possible
10-19 Return to your station
10-20 What is your location?
10-21 Call _____ by phone
10-22 Disregard
10-23 Check for traffic
10-24 Clear, no traffic now
10-25 Do you have contact with _____?
10-26 Call district office
10-27 Any answer our number _____
10-28 Check full motor vehicle registration
10-29 Check for stolen or wanted
10-30 Does not conform to rules and regulations

10-32 Is drunkometer available?
10-33 Emergency traffic only
10-34 Trouble at station - help needed
10-35 Confidential information
10-36 Correct time?
10-37 Stop at (location and time)
10-38 Investigating (car license number) at (location)
10-39 Assist Officer _____ with _____ at _____
10-40 Do not divulge (your) my location
10-41 Switch to alternate channel
10-42 Call home
10-43 Phone number where you can be called
10-44 D/L clear, as given, valid
10-45 Complete drivers license check
10-45A Check for drivers license number ONLY
10-45B Check for valid license ONLY

10-46 Game and fish violation check
10-47 Urinalysis report _____%
10-48 Blood-Alcohol report _____%
10-50 Property damage accident at _____
10-51 Property damage accident at _____; tow truck on the way
10-52 Personal injury accident at _____
10-53 Personal injury accident at _____; doctor or ambulance on the way
10-54 Fatality
10-55 Funeral for _____
10-56 Investigate D/D
10-57 Drunk
10-58 Request permission to talk to car _____
10-59 10-58 complete
10-60 What is the next item number?

10-61 Civil disturbance - preliminary - yellow
10-62 Civil disturbance - red alert - action
10-63 Civil disturbance - all clear
10-65 Clear for item
10-66 Clear for cancellation
10-68 Repeat dispatch
10-69 Subject dangerous/use caution
10-72 Dead person (D.O.A.)
10-73 Abandoned car
10-74 Theft
10-75 Juvenile trouble

10-76 See complaint
10-77 Prowler
10-78 Ambulance run (sick call)
10-79 Domestic
10-80 Sex (exposure, rape, etc.)
10-81 ADT or bank alarm (still)
10-82 Burglary
10-83 Disturbance
10-84 Fight
10-85 Knifing
10-86 Hold-up
10-87 Shooting
10-88 Officer needs help
10-89 Homicide
10-90 Tower light check

TELEPHONE NUMBER LIST AND RADIO CALL LETTERS

Big Stone County Sheriff	839-3558
Lac qui Parle County Sheriff	598-3720
Senior Resident Agent - St. Paul	612-~~725-7839~~ 290-3889
Minnesota Conservation Officer - Big Stone Co.	K-439
Minnesota Conservation Officer - Lac qui Parle Co.	K-436
U. S. Marshal Service, Minneapolis	612-725-2376
Wright County Jail	682-3900

PHONETIC ALPHABET

A	Adam	N	Nora
B	Boy	O	Ocean
C	Charles	P	Paul
D	David	Q	Queen
E	Edward	R	Robert
F	Frank	S	Sam
G	George	T	Tom
H	Henry	U	Union
I	Ida	V	Victor
J	John	W	William
K	King	X	X-Ray
L	Lincoln	Y	Young
M	Mary	Z	Zebra

UNITED STATES
DEPARTMENT OF THE INTERIOR

Sheet ..... of .....

Bureau of Sport Fisheries and Wildlife

AFFIDAVIT

[redacted], being first duly sworn (or affirmed) do depose as follows: I have been advised of and understand my rights under the Constitution of the United States to refuse to be a witness against myself, and that any statement I make may be used against me. Knowing this, I make the following statement freely and voluntarily to .....; who has identified himself to me as an official of the Bureau of Sport Fisheries and Wildlife, U.S. Department of the Interior: .....

Form 3-1473 (Rev. Nov. 1964) (OVER)

[redacted]ave read this statement consisting of ..... page(s), and have initialed all corrections. I fully understand its entire contents and solemnly swear (or affirm) that it is true and correct to the best of my knowledge and belief. No threats or promises have been made to obtain this statement.

.bscribed and sworn (or affirmed) before me,

this ..... day of ....., 19.....

At .....

.....
(Signature of officer)

.....
(Signature of affiant)

.....
(Home address)

.....

Witnesses:

U.S. GOVERNMENT PRINTING OFFICE : 1968—O-786-932

Form 3-960
Rev. Dec. 1974

FIELD INFO. REPORT -

Vehicle:	Make	Year	Registered to:
Model	Style	Color	

Lic. plates (No., State, Yr.):

Make of Gun	Type	Gage	Number

Additional Information:

Initials and Date:

☆ U.S. GPO 1975 668-609

U.S. Dept. of the Interior - Fish and Wildlife Service

Name (Last-First-Middle-Aliases):

Address:

Home Tel:

Bus. Tel:

Race	Sex	Ht.	Wt.	Eyes	Hair	D.O.B.

Scars and marks

S.S.#

License types and numbers

Employer's name and address:

Type of business:

Occupation:

Date and hour of violation:

Place of violation:

Date and hour of arrest/apprehension:

Place of arrest/apprehension:

Offense:

Seizures:

EXHIBIT 2

FORM 3 219 IRLV 2-76
U.S FISH & WILDLIFE SERVICE

VIOLATION NOTICE FILED IN

UNITED STATES DISTRICT COURT

OFFICER NO | DATE OF NOTICE | CASE NO ▶ 67422

VIOLATION CHARGED

I CERTIFY THAT THE BELOW DESCRIBED VEHICLE AND OR PERSON DID VIOLATE APPLICABLE LAWS OR REGULATIONS OF THE UNITED STATES OR ITS AGENCIES

OFFICER'S SIGNATURE ▶

RACE	SEX	HGT.	WGT.	EYES	HAIR	BIRTH DATE

ADDRESS _____

VEHICLE: MAKE _____ MODEL _____ COLOR _____ LICENSE NO. _____

OCCUPATION _____

EMPLOYER _____

DATE & HOUR OF VIOLATION _____

HUNTING LICENSE NO. _____

PLACE OF VIOLATION (AREA-COUNTY-STATE) _____

_____

VIOLATION: _____

_____

STATUE & REGULATIONS VIOLATED _____

VIOLATION NO. 67422

SEIZURES: _____

LAST NAME	FIRST NAME	MIDDLE NAME

CVB COPY

1

BOX A ☐ IF THIS BOX IS CHECKED YOU MUST APPEAR IN COURT AT ABOVE ADDRESS

ON THIS DATE _____

AND HOUR _____

3

CHECK THIS BOX IF YOU WISH TO APPEAR B ☐

COURT CLERK'S INITIALS HERE _____ AND CHECK IN BOX BELOW WILL INDICATE CASE WAS CLOSED AND DOCKETED UPON RECEIPT OF PAYMENT. PERSONAL CHECK ASSUMED UNLESS "X" HERE

FORFEIT COLL	FINE
☐	$

3-487
(Rev. 10/76)

U. S. DEPARTMENT OF THE INTERIOR
U. S. Fish and Wildlife Service

SEIZURE TAG

Date Seized:_____ Seized Property No. 55507

Seized from:_____

Place seized:_____

Article(s) seized:_____

Violation:_____

Service Rep._____

SEIZED PROPERTY RECEIPT

No. 55507

Date:_____

Article(s) seized:_____

Service Rep._____

THE MATERIAL TO WHICH THIS TAG IS AFFIXED IS IN THE CUSTODY OF THE UNITED STATES GOVERNMENT AND MUST NOT BE TAMPERED WITH UNDER PENALTY OF LAW.

Date	Chain of Custody	Purpose of Custody Change
	Rec. by (Signature)_____ Title_____	
	Rec. by (Signature)_____ Title_____	
	Rec. by (Signature)_____ Title_____	

I hereby acknowledge the return to me of the article(s) listed on the reverse side of this tag in as good condition as when seized by officer.

Signature:_____

Date:_____

U. S. DEPARTMENT OF THE INTERIOR

U. S. Fish and Wildlife Service

U.S. DEPARTMENT OF THE INTERIOR — BUREAU OF SPORT FISHERIES AND WILDLIFE

Form 3-155 (Jan. 1965)

SEIZED PROPERTY RECEIPT

Received from	Address

☐ This acknowledges my seizure of the (property) (wildlife) listed below from the person whose name appears above.

☐ This acknowledges (the use I made) (receipt) (taking) of the (property) (wildlife) listed below, and its return to me in as good condition as when seized by the officer whose name appears above.

PROPERTY (and its use, if applicable): .....

Signature	Address	Date

GPO 1965—O-765-798

USFWS Form 3-2038

U.S. FISH AND WILDLIFE SERVICE

EXHIBIT 8

INCIDENT REPORT

REVIEWED BY	
signature	date

STATION	CLASSIFICATION OF INCIDENT	FILE NUMBER (see reverse side)			
		INV		01	

LOCATION OF INCIDENT	DATE OF INCIDENT	TIME INCIDENT OCCURRED
	month / day / year	am / pm

REPORTED TO FWS BY	ADDRESS	PHONE	HOW REPORTED
		HOME WORK	PHONE ☐ RADIO ☐ PERSONAL CONTACT ☐

RECEIVED BY	WHEN RECEIVED		REPORT MADE BY	DATE	TIME
	DATE	TIME am / pm			am / pm

PERSONS INVOLVED	ADDRESS	PHONE	DOB	INVOLVEMENT

DETAILS OF INCIDENT/REMARKS

(Specify quantity and estimated value of property involved in incident)

DISPOSITION	REFERRED TO
	ORGANIZATION
	JURISDICTION FED ST CO OTHER

WASHINGTON OFFICE

CLASSIFICATION OF INCIDENT

FWS INCIDENTS

File No.
INV 5-01-01 Person-injured or ill
02 Person-lost
03 Person-natural death
04 Person-drowning
05 Person-accidental shooting
06 Person-suicide
07 Property-lost, found
08 Property-abandoned or impounded
09 Fire-property
10 Fire-habitat
11 Accident-traffic
12 Accident-boat
13 Accident-other vehicles
14 Animal trespass
15 Timber trespass
16 Assistance to Citizens
17 Assistance to Other Organizations
18 Unsecure Installation
19 Hazardous Areas
20 Wildlife Carcasses

UNIFORM CRIME INCIDENTS

File No.
INV 17-01-01 Murder
02 Manslaughter
03 Forcible Rape
04 Robbery
05 Aggravated Assault
06 Burglary
07 Larceny
08 Motor Vehicle Theft
09 Simple Assaults
10 Arson
11 Forgery and Counterfeiting
12 Fraud
13 Embezzlement
14 Stolen Property
15 Vandalism
16 Weapons
17 Prostitution and Commercial Vice
18 Sex Offenses
19 Narcotic Drug Laws
20 Gambling
21 Domestic Offenses
22 Driving Under Influence
23 Liquor Laws
24 Drunkenness
25 Disorderly Conduct
26 Vagrancy
27 Suspicion
28 Curfew-Loitering
29 Runaway

U.S. DEPARTMENT OF THE INTERIOR — BUREAU OF SPORT FISHERIES AND WILDLIFE

Form 3-063
(Rev. Jan. 1965)

ACKNOWLEDGMENT OF NO "STAMP" AND/OR LICENSE

This acknowledges that I was ☐ hunting ☐ fishing in the area indicated below, and did not have a ☐ migratory bird hunting stamp ☐ license on my person at the time.

☐ I purchased a current stamp and/or license as reported below.

☐ I did not purchase a current stamp and/or license.

County, State, and area of violation	Date and time of violation
Name and address of agent from whom stamp/license was purchased	Date and time of purchase

Name and title of officer	Signature of hunter or fisherman
Address	Address
	Date signed

GPO : 1965—O-765-640

Form 3-333a
(Nov. 1947)

UNITED STATES
DEPARTMENT OF THE INTERIOR
FISH AND WILDLIFE SERVICE

RECEIPT FOR GUN

This is to certify that I, _____, have this day received from U. S. Game Management Agent _____ the _____ gauge automatic, pump, or repeating shotgun numbered _____ which I was using at _____, County of _____, State of _____, at _____ a. m. / p. m. on the _____ day of _____, 19___ while hunting migratory game birds, and which at the time was not plugged so as to limit its capacity to 3 shells. I have examined the aforesaid shotgun and find it is in as good condition as when examined by the officer.

(Signature) _____

Signed at _____, this _____ day of _____, 19_____

Witness to signature _____

16—20197-1 GPO