

During the state of emergency for COVID 19 and in the interest of protecting members of the public and public servants from unnecessary exposure, we have modified our procedure of taking police reports. We have also modified the method of requesting and receiving police reports as follows:

1. If you are involved in a motor vehicle accident in which there is no personal injury and property damage of less than \$500.00 you will be directed by the responding officer to make a self-report. This can be done by going to our website northplainfield.org and completing the report on-line.
2. All reports of burglary or theft of the 4th degree or less may be reported over the telephone or by e-mail. Detectives will follow-up by telephone if appropriate. These reports will be subject to further verification after the crisis is over.
3. Police will respond to burglary or theft cases of 3rd degree or greater and a detective will follow up in person if appropriate.
4. Police will respond to all serious calls for service. Please advise the officers responding if anyone is experiencing any flu-like symptoms. Officers may be wearing personal protective equipment and may ask you or others on the scene to put a mask on.
5. People making police reports for less serious matters may make those reports over the telephone to a police officer and will be able to e-mail any needed information to the following e-mail. nppd-disp@npmail.org
6. When requesting a police report, with the exception of an accident report, you will be required to e-mail an image of the front and back of your **photo identification** to pdrecords@npmail.org. Fees associated with the distribution of reports will be waived, with the exception of normal DISCOVERY fees for court matters. Reports will be e-mailed to requesting parties unless other arrangements are made with record division staff.
7. If appropriate, any evidence that needs to be processed will be picked up by an officer. Instructions for the preservation and pick-up of evidence will be given by the officer.