



CITY OF MADISON POLICE DEPARTMENT  
STANDARD OPERATING PROCEDURE



ICAC Investigations

Eff. Date 06/14/2024

**Purpose**

The Madison Police Department (MPD) is a member of Wisconsin’s Internet Crimes Against Children (ICAC) Task Force, a collaboration of state and local law enforcement agencies that works to combat technology-facilitated child sexual exploitation and internet crimes against children.

MPD ICAC Task Force members should adhere to the ICAC Task Force Program Operational and Investigation Standards set forth in the National ICAC Standards established by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) within the United States Department of Justice (DOJ).

This standard operating procedure (SOP) provides a standard of conduct by establishing guidelines and prohibitions for MPD-authorized ICAC undercover activity, [REDACTED], to specifically investigate Internet Crimes Against Children (ICAC) to combat child exploitation.

**Definitions**

[REDACTED]

**National ICAC Standards:** Standards established by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) within the United States Department of Justice (DOJ) to guide the administration and operation of the ICAC Program and its members when working on ICAC-related investigations and matters.

[REDACTED]

[REDACTED]

**Partner:** A civilian or non-sworn organization that OJJDP has recognized as a legitimate source of assistance.

**Sexually Explicit Activity:** Real or simulated (1) sexual intercourse of any kind; (2) masturbation; (3) sadistic/masochistic conduct; and/or, (4) lascivious exhibition of the anus, breast, genitals, or pubic area of any person.

**Vigilante:** A non-partner activist or organization engaged in investigative tactics or other law enforcement-like activities

**Procedure**

Authorized MPD personnel may engage in undercover ICAC activity, [REDACTED] for the purpose of ICAC investigations, in a manner consistent with this SOP.

ICAC investigators should follow the procedure set forth in the ensuing paragraphs when conducting undercover ICAC investigations.

### Investigations

ICAC undercover operations will only be conducted by authorized sworn members of the Madison Police Department (MPD) who have received specialized training from the Wisconsin Division of Criminal Investigation (DCI), the National Criminal Justice Training Center (NCJTC), and/or MPD's internal training on ICAC undercover operations, and who have received command approval for their active participation in investigations from MPD's ICAC Task Force Commander (currently the Lieutenant of the Special Victims Unit [SVU]). At the direction of a supervisor, additional personnel may assist with undercover ICAC investigations and operations.

MPD's ICAC Task Force Commander (currently the Lieutenant of the Special Victims Unit [SVU]) is responsible for determining Investigative priorities and selecting cases for investigation. Those determinations may include an assessment of factors such as jurisdiction, agency resources, victim risk, background knowledge, and the likelihood of securing the information necessary to pursue each investigation. MPD will prioritize investigations that have a pre-existing nexus to our local community.

[REDACTED]

Due to the incidental nature of some online interactions, not all online conversations will be documented; however, ICAC investigators will preserve and document all communications and materials when a criminal investigation commences.

ICAC investigators shall not upload, transmit, or forward any contraband images to those outside their respective agency except to other sworn law enforcement officers or National Center for Missing and Exploited Children (NCMEC) employees for specific investigative purposes; such dissemination shall be done in a secure manner.

Undercover work shall only be performed on duty. Any approved undercover activity outside of an employee's regular duty hours shall be documented with an entry in Telestaff.

MPD personnel shall not collaborate with vigilantes. Furthermore, MPD personnel shall not approve, condone, encourage, or promote vigilante activities. This shall not preclude the use of information related to a crime that is provided and reported by victims or public community members who discover evidence (e.g., CyberTip reports, those who are mandated reporters, computer repair workers who report suspicious data, parental complaints, etc.).

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

### Deconfliction

All [REDACTED] undercover ICAC investigations, whether resulting in criminal charges or not, shall be entered into the National ICAC Data System's online portal for tracking and deconfliction purposes.

[REDACTED]

[REDACTED]

[REDACTED]

### Operations

ICAC investigations typically focus on child sex offenders who have committed serious state of federal crimes and due to the life-changing event, the impact on these offenders can result in a violent response to authorities.

Prior to arranging or conducting any in-person contact with the target of an online undercover operation, or if an undercover operation is anticipated, the ICAC investigator shall notify the MPD ICAC Task Force Commander and should consult relevant prosecutors about the operation.

All field operations resulting from undercover ICAC investigations require a written operations plan that is pre-approved and briefed to participating personnel prior to the field operation. All approved operation plans will be reviewed and signed by a commander within MPD's Investigative Services Bureau. No in-person contact will be made without prior command approvals.

### Equipment

Investigations shall be conducted using approved equipment, as designated by the supervisor and/or commander of the Madison Police Department's ICAC Task Force.

[REDACTED]

No personally owned equipment, accounts, or networks shall be used in ICAC investigations.