Animal Cruelty Investigation Case Checklist

______________ Police Department

I. COMPLAINANT/WITNESSES

- Recorded each complainant/witness’s name, address, home and work phone no’s.
- Got address and a visual description of the property/location where animal subject is located.
- Got physical description(s) of animal(s) subjects.
- Noted time dispatched, time arrived.
- Noted complainant/witness’s relationship to animal and owner/keeper.
- Noted complainant/witness’s description of animal cruelty.
- Received a written statement from each complainant/witness.

II. ANIMAL SUBJECT(S)

- If animal(s) was in plain view, appeared to be the subject of cruelty, and did not need emergency medical attention, photos were taken of location, surrounding areas, and the animal(s).
- Statements and photos and other legally available evidence were used to seek a warrant.
  - Warrant was written with specific situation in mind and was thorough.
    - Warrant was executed. Evidence collected. Photos taken.
    - Animals were seized pursuant to a warrant.
  - Animals were not seized at this time.
- If the animal (s) (not livestock) was in plain view and in need of temporary protective custody (RSA 466:8IV-a. (a)), procedures were followed to take and transport the animal to a veterinarian.
  - Photos were taken of location and animals as appropriate at site and by veterinarian.
- If the animal (livestock) was in plain view and in need of temporary protective custody (RSA 466:8IV-a. (b)), a veterinarian was contacted to determine probable cause to take the animal(s).
  - Photos were taken of location and animals as appropriate at site and by veterinarian.
- If the animal(s) was not in plain view, but statements and visible conditions and situations indicated an animal was being treated cruelly, an affidavit was prepared and a warrant sought.
  - Warrant was written with specific situation in mind and was thorough.
    - Warrant was executed. Evidence collected. Photos taken.
III. SUSPECT

- Suspect’s location was described upon arrival.
- Recorded suspect’s name, dob, address, home and work phone numbers.
- Recorded spontaneous statements by suspect.
- Described suspect’s emotional condition.
- Documented evidence of alcohol and drug use at the time of cruelty.
- Asked about presence, location, type of firearms and ammunition and other deadly weapons.
- Asked about animal(s) veterinarian and other caregivers (farrier, groomer, etc.).
- If arrested, advised Miranda rights, and asked if s/he wanted to make a statement.
- Received a written or recorded statement from the suspect.
- Obtained a criminal record check.

IV. EVIDENCE

- Recorded the dispatch (911 call number) and incident number.
- Obtained call recording.
- Photographed multiple views of animal(s) - alive and dead.
- Photographed crime scene.
- Collected pertinent evidence from both crime scene and case veterinarian.
- Placed animals in a safe, secure location.
  - Kept dead animals refrigerated for necropsy.
- Attached related reports, photos and evidence tags.