

HONOLULU POLICE DEPARTMENT

POLICY LAW ENFORCEMENT OPERATIONS

June 15, 2015

Policy Number 4.39

PARTICIPATION IN THE KEIKI IDENTIFICATION PROGRAM

POLICY

The Keiki Identification Program is designed to provide identification cards for children at preschool and elementary-school ages. Participation in the program shall be limited as outlined herein.

PROCEDURE

I. PROGRAM COORDINATION

The Community Affairs Division (CAD) coordinates the Keiki Identification Program. This includes the following:

- A. Reviewing all requests for assistance in the production of keiki identification cards and all designs for cards used in the program;
- B. Reviewing all offers of program support from outside sources; and
- C. Coordinating training for departmental personnel in the issuance of cards.

II. CHILDREN PARTICIPATING IN THE PROGRAM

In general, only children between the ages of 3 and 12 are eligible to participate in the program. Requests for exceptions may be directed to the commander of the CAD.

III. POLICE PERSONNEL PARTICIPATING IN THE PROGRAM

- A. Officers who have had prior training in the issuance of cards may be used in all districts to train officers who have not had such training.
- B. Officers who are assigned to participate in program activities shall participate in uniform.

IV. OTHER PARTICIPANTS

Other individuals and agencies may participate in the program (e.g., by providing cards or other forms of support for the production of cards or the staging of events). However, such participation shall be subject to the need for support and limitations such as those listed below.

- A. Keiki identification cards must meet the criteria specified by the Honolulu Ethics Commission and the Chief of Police for such cards.
 - 1. For example, the Ethics Commission requires that the names and logos of the Honolulu Police Department and private entities be of equal size when used on cards.
 - 2. All card designs must be approved by the commander of the CAD or a designee before the cards are produced and used in the program.
- B. All other offers of support for the program must be reviewed and approved by the commander of the CAD or a designee before being accepted.
- C. Keiki Identification Program events must not be organized or conducted in such a way as to promote the interests of one or more participants over the interests of others.

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For example, events should be held in public parks, schools, and community areas or in private areas, such as parking lots, that are open to the public and are not identified with a specific private entity. Banners, brochures, photographs, and other promotional materials should give equal prominence to the names of all event participants (see the Ethics Commission requirement in section IV A 1 above) and so forth.


LOUIS M. KEALOHA
Chief of Police

Post on bulletin
board for one week

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