

DEPARTMENT MEMORANDUM NO. 05-12

SUBJECT: Identifying Counterfeit Currency and Notification Procedures

RESCINDS: Department Memorandum #00-8, entitled, "Identifying Potential Counterfeit Money."

The following guidelines have been established to assist department personnel identifying potential counterfeit money when accepting currency from the general public.

Counterfeit detection pens have been issued to department elements. These pens contain a chemical that reacts with the pH level in U.S. Currency, and will only be used as a tool to detect counterfeit money. It creates a color which indicates to the receiver that the currency *may* be counterfeit. When authentic currency is written on, a gold or yellow color appears, which may or may not disappear. When counterfeit currency is marked on, a brown color will appear, creating a positive reaction.

- A. Members must keep in mind that the pen is a good first indicator and is not always accurate. Additional safety features, i.e., watermarks, security threads, fibers, etc., should be examined before determination is made that currency is counterfeit.

The following are examples of currency that may create a **false positive** reaction:

1. Currency created in the mid-1950's does not contain a pH level, and will create a false positive. Members can verify the date of the currency by looking for the series year on the face of the bill.
 2. Authentic currency, new and old, may create a false positive for various reasons. In turn, counterfeit currency depending on the method used by the counterfeiter may not create a positive reaction.
 3. Old pens - Old pens can mean that the pen has been used numerous times or it is aged (6 months to a year).
- B. Members will use the pen to draw a line anywhere on U.S. Currency \$10, \$20, \$50, and \$100 bills **before** a receipt is written. If practical, the member will check the currency out of the citizen's line-of-sight.
1. If the mark indicates a positive reaction, and/or the member believes that he/she may have a counterfeit bill in their possession, their supervisor will be notified immediately.
 - a. The supervisor will further inspect the currency, and make a determination if additional investigation is warranted.

- b. If the supervisor believes that the currency is counterfeit, a patrol officer will be called to the scene, and an interview with the citizen who had possession of the money will be conducted.
 - c. The officer will complete an offense report entitled, "Forgery," according to the written directive entitled, "Offense Reporting," and recover the currency according to the written directive entitled, "Recovered Property."
 - d. If the subject leaves the scene, the member will provide detailed information to the patrol officer for the offense report, i.e., subject's physical description, any companion information, vehicle description, the name of the party for whom the subject attempted to post bond, etc.
 2. If the supervisor is in doubt regarding the authenticity of the currency, the currency will be recovered according to the written directive entitled, "Recovered Property," and a Miscellaneous Investigation, Form 100 P.D., will be completed.
- C. Members will make the following notifications when counterfeit currency is discovered:
 1. Monday – Friday 0700 – 1800.

Members coming into contact with suspected counterfeit currency or subjects attempting to pass suspect currency will notify the Forgery Section at (816) 234-5262 or the Section's cell phone (816)719-8210.
 2. After regular Section business hours (1800 – 0700), Weekends, and Holidays.

Members coming into contact with suspected counterfeit currency or subjects attempting to pass suspect currency will notify the Forgery Section on-call Detective at the Section's cell phone (816)719-8210, their pager, or their home phone number which are available through the Communications Unit.
 3. In custody

In all cases involving the processing of an in custody subject, a Forgery Section Detective will be contacted prior to arrest. Possession of a single note does not necessitate an immediate arrest nor does it require the direct notification of the Secret Service. Members will contact a Forgery Section Detective as directed. It will be the Forgery Section Detective's responsibility to contact the Secret Service. The Forgery Section Sergeant can be contacted at any time when Section personnel are not immediately available.

4. Forgery Section Detectives will make all notifications to the Secret Service.
5. All reports will be faxed to the Forgery Section at (816) 234-5319.

James D. Corwin
Chief of Police

DISTRIBUTION: All Department Personnel
All Department Elements
Post on bulletin boards for two weeks.