



**CHEVY CHASE  
VILLAGE  
POLICE  
DEPARTMENT**

*Police Chief: John M. Fitzgerald*

**GENERAL ORDER: 5-16.1 INTERACTIONS WITH TRANSGENDER  
INDIVIDUALS**

DATE: 7/2/2015    Pages: 2    ♦ New ♦ Amended ♦ Rescinds

**I. PURPOSE**

To establish guidelines for the appropriate, safe and dignified interactions with transgender individuals by all members of the Chevy Chase Village Police Department.

**II. POLICY**

It is the policy of this Department to treat all individuals with dignity, respect and professionalism. No person shall be discriminated against based on gender identity, sexual orientation, or any other basis prohibited by local, state or federal laws.

**III. DEFINITIONS**

- A. **Birth Sex** – The sex classification of person as male or female that was assigned at birth based on their physical characteristics.
- B. **Gender** – An individual’s biological or anatomical identity as male or female.
- C. **Gender Expression** – How a person expresses gender identity to others, often through their behavior, clothing, hairstyle, voice, or other characteristics.
- D. **Gender Identity** – A person’s innate, psychological identity as male, female or something else.
- E. **Preferred Name** – The name an individual prefers to use in daily life to refer to themselves (this may or may not be the individuals current legal name).
- F. **Transgender** – Refers to people whose gender identity differs from their birth sex.
- G. **Transgender Female** – A person whose birth sex is male and whose gender identity is female. This is sometimes called a male-to-female (MTF) individual.
- H. **Transgender Male** – A person whose birth sex is female and whose gender identity is male. This is sometimes called a female-to-male (FTM) individual.

**IV. PROCEDURES**

“Transgender Identity” refers to persons who utilize or identify themselves by gender or persona other than that assigned at birth.

**A. Addressing Individuals:**

- 1. Employees shall address a transgender individual using the person’s clearly stated gender identity, including preferred name and appropriate pronouns. Employees who are unsure which pronoun is appropriate shall respectfully ask the transgender person which they prefer. For example:
  - a. “Transgender Male” refers to a person whose gender at birth was female, but identifies and lives as a male. Such persons should be addressed using masculine pronouns (i.e. he, him, and his).
  - b. “Transgender Female” refers to a person whose gender at birth was male, but identifies and lives as a female. Such persons should be addressed using feminine pronouns (i.e. she, her, and hers).
- 2. If a person has not clearly stated their gender identity, but the person’s intended gender presentation is reasonably clear based on attire and other cues, the individual shall be treated in accordance with their expressed gender.
- 3. If a person’s self-identified or expressed gender is unclear, the officer(s) should make a determination based on any other available information. Gender information on government-issued identification and other documents may be used as presumptive evidence of gender identity, but only in the absence of self-identification by the individual or some other obvious expression of gender identity. If an individual has a gender marker on their identification that is not consistent with their self-identity, the individual should be referred to by their self-identified name and gender at all times.

- a. Officers shall avoid unnecessary personal questions regarding an individual's anatomy or sexual history.

**B. Calls for Service**

All calls for service or complaints by transgender individuals shall be addressed and investigated in accordance with applicable Departmental policies for any other call for service or complaint. Discrimination based on gender-related identity is prohibited.

**C. Reporting**

- 1. Some transgender people may use a name different than their legal name. All written reports including but not limited to the following shall refer to the transgender individual's legal name.
- 2. The person's preferred name shall be listed as an alias or Also-Known-As (AKA). The first paragraph of the report narrative shall note "The (complainant) (victim) (witness) (subject) is transgender." Thereafter, the appropriate gender pronouns shall be used in the narrative. For example: If the person is male-to-female, identify the person as transgender female, and use the pronouns "she" "her" and "hers" within the report narrative.

**D. Prisoners**

**1. Searches**

- a. Due to immediate officer safety concerns, pat-down searches (frisks for weapons based on reasonable suspicion that a person is armed and dangerous) of transgender persons may be conducted by an officer of either sex, as with pat-downs for non-transgender individuals.
- b. More invasive searches, including strip searches, shall be conducted by two (2) officers of the *sex requested by the transgender person*.
  - \* Prisoners who are indifferent or refuse to specify their gender identity shall be searched by officers of the same gender as the prisoners' overt gender expression (e.g. Female-to-Male prisoners shall be searched by male officers; male-to-female prisoners shall be searched by female officers).
- c. Prisoners shall not be frisked or searched for the purpose of determining genital status, presence or absence of breasts, or for any demeaning purpose.

- d. Prisoners with hairpieces, prosthetics, and/or items supportive of their gender presentation, shall be required to remove such items to the same extent required of other individuals; and in a manner to not cause humiliation or embarrassment.
- e. An officer shall not refuse to search an individual based upon the individual's self-identity as a transgender person.

**2. Transport**

- a. All transgender prisoners shall be secured and transported without other prisoners in the vehicle.
- b. When transgender prisoners are turned over to other police officers or to any other custodial authority (CPU staff, etc.), the transporting officer will discretely (in private so as not to embarrass the prisoner) advise the receiving officer that the prisoner is transgender.

**E. Transgender Juveniles**

Transgender juveniles shall be treated pursuant to this policy, and afforded the same privileges and protections as other juveniles under local, state or federal law. Officers shall interact with and process transgender juveniles in accordance with those laws and existing general orders.

**G. Confidentiality and Dissemination**

A person's transgender status is considered confidential information. Officers will comply with all General Orders with regards to confidentiality and the dissemination of this information

**H. Complaints**

Any staff member who is notified of a complaint regarding employee misconduct towards or mistreatment of transgender individuals shall report the complaint to a supervisor without delay.