



2.7: CRIMINAL INVESTIGATION MANAGEMENT/PROCEDURES

2.7.1: INVESTIGATIVE RESPONSIBILITY

Introduction

In order to ensure the most appropriate investigative response to a serious criminal occurrence, it is essential that a uniform member responsible for, and trained in, the delivery of criminal investigation services becomes involved as early as possible. The following policy outlines responsibilities in the response to, and investigation of a major crime.

Intent

It is not the intent of this policy to direct that all major crimes be investigated by criminal investigation personnel and absolve others of any further involvement, rather, it ensures that criminal investigation supervisory and command personnel are notified/seized with responsibility for making informed decisions regarding the appropriate investigative response. A straightforward major crime occurrence being investigated by a highly capable detachment uniform member may only require monitoring by a manager, Crime Prevention and Investigations. Conversely, a series of relatively minor occurrences, apparently being committed by a gang, could require the involvement of the Investigation & Support Bureau.

Major Case Management

A major crime, constituting a major case, shall be investigated in accordance with the Police Services Act (PSA), O. Reg. 354/04 Major Case Management, and consequently the Ontario Major Case Management Manual. The Major Case Management forms are included on the Investigation & Support Bureau website.

2.7.2: MAJOR CRIME: BENCHMARK

The following occurrences shall be considered as major crime:

- death of a uniform member during the course of their duties;
- threat to an employee, excluding Bill 168 Occupational Health & Safety Act (OHSA) —Workplace Violence occurrences;

Note: See the Career Development Bureau's Workplace Violence Prevention (WVP) intranet website for additional information.

- property crime, except vehicle thefts, exceeding \$25,000;
- frauds and false pretenses exceeding \$25,000;
- drug occurrences, except simple possession;
- assault Level 3;
- a sexual offence, including child pornography, child luring, voyeuristic recording, and child sex tourism;
- criminal harassment/stalking;
- human trafficking;
- hate/bias offence;
- non-traffic death investigation;
- traffic death investigation where foul play cannot be ruled out;
- attempted murder;
- robbery;
- missing person, where foul play cannot be ruled out;
- abduction, including parental abduction;
- unsolved unidentified body/remains, where foul play cannot be ruled out;
- crime relating to illegal gaming in conjunction with cruelty to animals;



- break and enter involving theft of firearms;
- extradition proceedings;
- offence believed to be serial/multijurisdictional in nature, or has potential for serious consequences;
- offence where the application of Proceeds of Crime legislation is indicated;
- criminal organization investigations involving an offence under sections 467.11, 467.12, and 467.13, of the [Criminal Code](#) (CC);
- serious injury or death where a liquor licensed premises or a special occasion permit was involved (contact [Alcohol & Gaming Commission of Ontario \(AGCO\)](#)); and
- any offence not included in the above criteria but warrants involving investigative expertise.

Rapid Response A rapid response to a [major crime](#) occurrence involves the **rapid** mobilization of OPP [employees](#), equipment, and other resources.

2.7.3: RESPONSIBILITIES

Uniform Member Upon determination of a major crime, a [uniform member](#) shall:

- notify the immediate [supervisor](#) who shall, in turn, notify appropriate criminal investigation supervisory personnel, in accordance with regional procedures; and
- in all instances, include all available information in general occurrence reports related to a major crime prior to completion of their daily shift.

Briefing Note When there is a request/requirement for a briefing note, the responsibility lies with the [detachment](#) of the uniform member who attends the [major crime](#) occurrence. The briefing note shall be forwarded through the chain of command to regional command staff. A request/requirement for a briefing note outside of normal business hours shall be made through the regional duty office.

Emergent and Time Sensitive Issue

A brief synopsis is acceptable for emergent and time sensitive issues until the briefing note is prepared.

Rapid Response to Major Crime Occurrence A uniform member requiring the rapid response to a major crime occurrence shall immediately notify their supervisor/[detachment commander](#).

Detachment Commander

The detachment commander shall immediately notify the Director, Criminal Investigation Services by phone, or through the Provincial Operations Centre (POC), via the regional criminal operations chain of command.

Director, Criminal Investigation Services

The Director, Criminal Investigation Services is responsible for the rapid response to a major crime occurrence.

Area Crime Sergeant

An area crime sergeant notified of a major crime, shall, in consultation with [manager, Crime Prevention and Investigations](#):

- determine the most appropriate investigative response and notify the applicable regional Community Services Co-ordinator (CSC);
- remain responsible for assessing the ongoing appropriateness of the investigative response; and
- assume the lead responsibility in an investigation and be responsible, to the extent practicable, for all supervisory duties, e.g. notifications/



approvals in relation to that investigation.

Considerations	<p>In determining the most appropriate investigative response, the following factors shall be taken into consideration:</p> <ul style="list-style-type: none">• exact nature of the occurrence and the information available at the time;• investigative and supervisory capabilities of <u>uniform members</u> involved in response to the occurrence;• anticipated length/complexity of the investigation; and• impact on detachment/regional operations/resources.
Regional CSC	<p>The regional CSC shall ensure a Community Services Officer (CSO) attends the scene of a major investigation.</p>
Intent	<p>There is no intent to limit/inhibit the discretion of any uniform member in response to a major crime, having regard to all of the circumstances/interests of the administration of justice and the community.</p>

2.7.4: CRIMINAL INVESTIGATION SERVICES NOTIFICATION

The CIB Assigning Officer shall be notified immediately by phone or through the POC, via the regional criminal operations chain of command, where an occurrence involves:

- homicide;
- death of a uniform member during the course of their duties;
- missing person, where foul play cannot be ruled out;
- conspiracy/counselling to commit murder;
- attempted murder (victim's injuries are life threatening);
- sudden death (where foul play cannot be ruled out);
- unsolved/unidentified body/remains;
- major explosions (where bombing is suspected);
- kidnapping;
- human trafficking;
- officer involved shooting where death or injury occurs;
- extradition;
- death of a child under five years of age including natural and expected deaths; or
- a request for CIB assistance from another police agency/Crown regarding any of the listed occurrences.

Note: Human trafficking involves the exploitation of people through force, coercion, threat, fraud or deception and may include acts generally defined as human rights abuses. Victims may be forced into labour, prostitution or some other form of servitude. The relationship between trafficker and victim does not end upon arrival at destination, as the victim may be subjected to debt bondage (force labour to pay off debt). Unlike human smuggling, human trafficking occurs across both international borders and within national boundaries.

Response Determination	<p>The CIB Assigning Officer shall determine the level of CIB response and necessity of assigning a uniform member to assist with the investigation.</p>
Other Occurrence	<p>The Criminal Investigation Services may also be notified for any other occurrence when it is deemed necessary by the <u>manager, Crime Prevention and Investigations</u>.</p>



***Criminal
Investigation
Services Case
Manager***

A Criminal Investigation Branch case manager assigned to any **major case**, including any of the above occurrences, shall:

- be responsible for all aspects of the investigation;
- use PowerCase software in compliance with the [Ontario Major Case Management Manual](#);
- ensure any required investigative assistance is obtained; and
- in consultation with respective supervisory/command personnel, determine the most appropriate investigative response.

2.7.5: ANTI-RACKETS BRANCH NOTIFICATION

***Occurrences
Requiring
Notification***

See Police Orders, Chapter 2, [Fraud Investigation](#) for information about notifying Anti-Rackets Branch about:

- complex multi-jurisdictional fraud and corruption schemes that result in significant financial loss to an individual(s), corporation(s), or government;
- cases of government corruption and frauds related to the utilization and payment of health services; and
- cases involving violations of the [Private Security and Investigative Services Act](#).

A fax notification containing all pertinent occurrence data available shall be sent directly to the manager, Anti-Rackets Section, Investigation & Support Bureau, where an occurrence involves:

- forgery;
- payment card fraud;
- worthless documents;
- cheque occurrence over \$200; or
- cheque issued by a government agency, regardless of the amount.

2.7.6: ALCOHOL & GAMING COMMISSION OF ONTARIO (AGCO)

***Uniform Member
Investigating
Alcohol-related
Occurrence***

A **uniform member** investigating an incident involving serious injury or death to a person(s) where it is determined that alcohol is a factor shall further investigate to determine whether:

- a liquor licensed premises; or
- a holder of a special occasion permit;

contributed to the alcohol factor. If so, the uniform member shall notify the AGCO, via e-mail (policereports@agco.ca), as soon as practicable.

2.7.7: INVESTIGATIVE ASSISTANCE

***Missing Persons &
Unidentified
Bodies Unit***

The Missing Persons & Unidentified Bodies (MPUB) Unit is a dedicated component of Behavioural Sciences and Analysis Section (BSAS), Investigation & Support Bureau (ISB), providing investigative support regarding any unsolved cases of a **missing person** or unidentified body/human remains where foul play cannot be ruled out.

***Regional Crime
Manager/Criminal
Investigation Services
Case Manager***

The regional crime manager/Criminal Investigation Services case manager, upon reviewing the outstanding case, may exercise discretion in providing **MPUB** Unit with any investigative report, including:

- Niche Records Management System (Niche RMS);
- Canadian Police Information Centre (CPIC)/National Crime Information Centre (NCIC);
- Violent Crime Linkage Analysis System (ViCLAS); and



- [ER035—Lost/Missing Person Questionnaire](#).

Requests for ISB Assistance

Where a uniform member requires/receives a request, internal or external, for ISB assistance, it shall be made to the respective manager, Crime Prevention and Investigations with advice to the respective regional commander.

Internal ISB Requests

A manager, Crime Prevention and Investigations receiving an internal ISB request for investigative assistance shall:

- contact the manager of the appropriate section of ISB; and
- activate any required resources, if needed.

Urgency

A uniform member in charge of the investigation may, if necessary in the interests of safety/administration of justice, contact an ISB member directly, but, at the first reasonable opportunity, shall:

- notify appropriate uniform members as outlined in this policy; and
- where a verbal request was made, confirm in writing.

External Request for ISB Assistance

Upon being advised of an external request for ISB assistance, the regional commander shall forward the request to the Commissioner's Office.

Requesting Investigative Assistance from Outside Agency

The OPP may, on a case by case basis, require investigative assistance from another law enforcement agency in relation to criminal matters. This would be required in a conflict of interest situation or that of a sensitive internal investigation. This request for assistance shall only be initiated by the Commissioner or designee.

Request for Exigent Internet Investigation

A uniform member requiring an exigent Level 2 investigative Internet search (e.g. suicide, missing person) shall obtain prior approval from their supervisor before contacting the applicable regional/bureau Internet investigation liaison to conduct the search.

See [Report of Exigent Incident Viewed on the Internet / Interim Protocol for Requesting Exigent Internet Investigation](#) for additional information.

OPP Provincial Operations Centre (POC)

Requests received by the POC for exigent Internet investigations will be directed to the Covert Internet Intelligence Unit (CIU), Provincial Operations Intelligence Bureau (POIB).

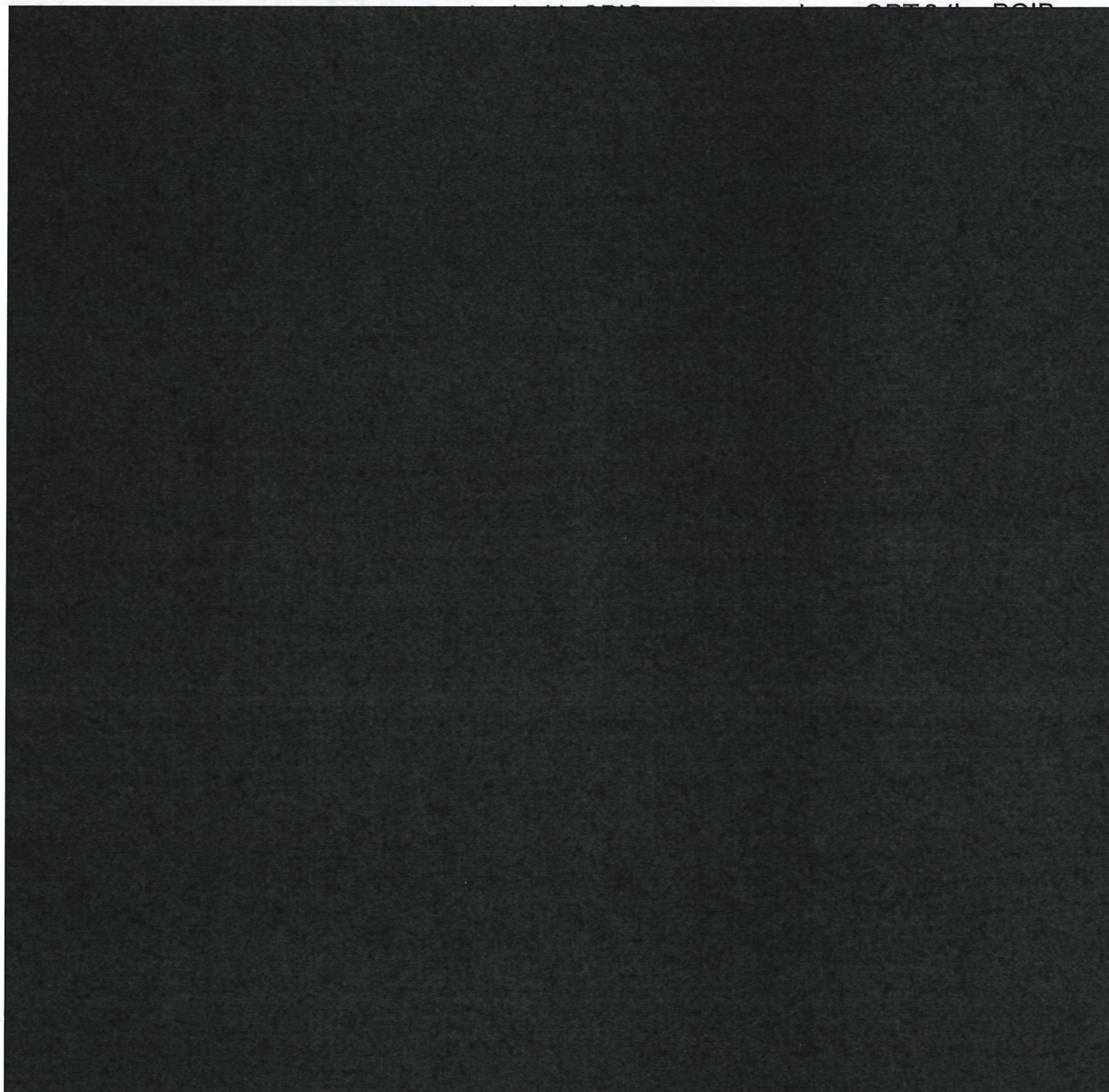


Exhibit: National Inquiry into Missing and Murdered Indigenous Women and Girls		
Location/Phase: <u>Part 2 Regina</u>		
Witness: <u>Mark Pritchard</u>		
Submitted by: <u>Julian Roy</u>		
Add'l info: <u>P02 P02 P0401</u>		
Date: <u>JUN 28 2018</u>		
Initials	I/D	Entered
<div>63</div>	<div></div>	<div>132</div>