Inital Complaint

1 .Who's the caller?

2 .Name, DOB, Address, Phone #

3 .Address of Assault

4 .Who's the victim? (Name, DOB, Address, Ph#)

5 .How was the victim Assaulted (Physical force, weapon)

6 .Does the victim have an injuries?

7 .Who's the suspect?

8 .Are there any witnesses?

9 .Relation of the victim and suspect

10 .Is Emergency Medical Services required?

11 .Query all involved on CPIC and any other police information program available

12 .What is the emotional status of all parties involved?

13 .History of weapons/assaults with anyone involved?

14 .Is there any background noises? (Threats, screams, dishes breaking, etc...)

First Responder and Scene Examination

1 .Prior to going into the scene, stop, listen and pay attention to your other senses

2 .Does anyone require immediate medical assistance?

3 .Secure scene

4 .If possible, separate all parties involved

5 .Determine who was involved and what role they had, ie: Victum, Suspect, Witnesses

6 .Do childern reside in the home or were there childern present during altercation?

7 .Did the childern witness anything? if so, interview.

8 .Obtain inital version of what took place

9 .Determine type of assault that took place (Common assault, assault with a weapon, assault causing bodly harm, domestic assault, aggravated assault)

10 .If reasonable grounds exist, arrest suspect, search and secure in police vehicle

11 .Read Charter of rights and Police caution to the suspect

12 .Obtain photographs of scene, victim and injuries, weapons, injuries to suspect which may corroborate stories, etc...

13 .Seize any weapons or physical evidence that could be used to corroborate offence

14 .Obtain all tombstone data of all involved

15 .Obtain statements from everyone involved

16 .Is alcohol/drugs a factor

17 .If suspect fled scene, determine if there is any physical evidence avalible to determine indetification, fingerprints, foot/shoe impressions, statements form witnesses/victim

18 .Determine who suspect fled scene and with who

19 .Have weapons fingerprinted and seized for DNA

20 .Determine if Forensic Identification Unit is needed to attend

21 .If so, keep scene secured until arrival

22 .If not, continue with investigation

23 .Determine if any other support units might be needed (Major crime funits, police dog unit, general investigation unit, etc...)

24 .If victim is injured and has to attend hospital for mdical examination, attend with the victim and not injuries

25 .Note if doctor states if injuries are consistent with the assault

26 .Determine if the injuries are merely transient or trifling in nature or if the suspect wounds, mainms, disfigures or endangers the lif of the victim

27 .If able, have the victim sign consent to release mdical information at the hospital

28 .If the victim is unable to understand what he is signing, wit until victim is able to understand and have him sign at a later time

29 .Take time to make detailed notes of scene, what the victim(s) and witnesses say prior to statments obtained, and any utterances from the suspect prior to arrest or cautioned statement being obtained

30 .Determine if this could have been avoided in any way by the victim, suspect or witnesses present

31 .Determine what environmental factors could have played a part in the outcome

32 .Determine if the suspect has the ability, means and intent to commit the assault

33 .Is there a history of violence with the parties involved

34 .Is there any provincal/municpal/federal statues you should take into consideration (ie: Victims of Family Violence Act)

35 .Consider and Emergency Protection Order

Follow Up

1 .Neighborhood inquiries

2 .Is there any video from residence, business or neighboring businesses avalible

3 .Determine your forces policy on these types of offences

4 .Domestic assault policy could require a charge to be sworn if evidence exsists of an assault even if victim does not provide statement or want to pursure charges

5 .Process any exhibits seized for the investigation

6 .Notify any support units (ie. Child and family services, Victim services, etc...)

Arrest of suspect

1 .If suspect on scene or located later, Arrest for theft under/over (Sec 10(a)C.C.C)

2 .Handcuff suspect

3 .Read rights to Counsel Sec 10 (b) C.C.C make note of responses

4 .Read Police Caution, make note of responses

5 .If the accused was or could have been talking to another police read the Secondary Police Caution

6 .Search incident to arrest (1) to ensure the saftey of the police and the public; (2) to protect evidence; (3) to discover evidence

7 .Seize any evidence related to the offence

8 .Process at the detachment

9 .Attempt to obtain a cautined statment

10 .Fingerprint and photograph

11 .If suspect is to be remaneded, bring to a Justice of the Peace or a judge as soon as possible

12 .If suspect is to be released serve Appearance Notice/Recognizance with ot without sureities/ or Promise to Appear with an Undertaking providing conditions to stay away or have no contact with victim, victims addess or business, and any other conditions to ensure the safty of the victim(s) or witnesses

13 .If charges are not going to be laid with conditions, consider serving a trespass notice on the suspect

Statments

1 .Victim

ADDITIONAL QUESTIONS

1. Determine whether or not KGB statment should be taken

2. Tombstone data (Ful name, DOB, Address, Ph#)

3. Have victim provide pure version statement

4. Follow up with indirect questioning

5. Does the victim know who the suspect is/was

6. Determine History of the relationship between the victim and suspect

7. Determine how the victim was assaulted

8. Determine timeline of assault

9. If assulted with a weapon, have the victim explain waht the weapon was, where it came from, how the suspect used it against the victim, where it went after the assault

10. If injuries were sustained, have victim describe injuries

11. If medical assistance was rendered, hav victim explain what the paramedic/doctor said they were

12. If the suspect can not be identified, could the victim identify the suspect from a photo lineup?

13. Why would the suspect commit the assault? (Intent)

14. Have the victim determine the means of the assault? (weapon, physical force, etc...)

15. Have the victim determine the ability of the suspect (suspect has martial arts traning, suspect size and/or physical abilities, etc...)

16. Could the victim have avoided the assault?

17. What actions did the victim take during the assault? (fight back, defending self, consentaul fight, etc..)

18. Will the victim sign a consent to release medical records from?

19. What was said prior to, during and after the assault took place?

20. Were there any witnessses present?

21. Does the victim fear that the suspect will commit any more offences towards the victim?

22. Does the victim fear for their safty?

23. How did the assault affect the victim?

24. Does the victim want to provide a victim impact statment?

25. Does the victim want a referral to any availible serivces that can be offered (victim services, child and family services, etc...)

26. What are the victim's wishes with regards to how the investigation should proceed

27. Consider re-interviewing victim after sispect alleges a different story

28. Ask victim if new address should remain confidentail

2 .Suspect Cautioned Statment

ADDITIONAL QUESTIONS

1. Obtain video or audio recorded statement

2. Read Cautioned statement form

3. Have suspect provided a pure version statment

4. Follow up with indirect questioning

5. Does the suspect know what the victim is/was

6. Determine History of the relationship between victim and suspect

7. Determine how the suspect assaulted the victim

8. Determine timeline of assault

9. f assaulted with a weapon, have the suspect explain what the weapon was, where it came from, how the suspect used it against the victim, where it went after the assault.

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13. Have the suspect determine his/her abilites (suspect has martial arts training, suspects size and/or physical abilities, etc...)

14. Could the suspect have aoided the assault?

15. What actions did the victim take during the assault (fight back, defending self, consentual fight, etc...)

16. what was said prior to, during and after the assault took place?

17. Where there any witnesses present?

18. Does the suspect show any remores for his/her actions?

19. Does the suspect take responsibilities for his/her actions?

20. What would happen if the suspect was released? Would he re-offend?

21. If the suspect denies his part, consider interrogating the suspect

3 .Witness

ADDITIONAL QUESTIONS

1. Tomdestone data (Full name, DOB, Address, Ph#)

2. Have witness provide pure version statment

3. Follow up with indirect questioning

4. Does the witness kow who the suspect/victim is/was?

5. Determine history of the relationship between the victim and suspect, and between the witness and the two involved parties

6. Determine how the victim was asssaulted

7. Determine timeline of assault

8. If assaulted with a weapon, have witness explain what the weapon was, where if came from, how the suspect used it against the victim, where if went after the assault

9. IF the suspect can not be identified, could the witness identify the suspect from a photo lineup?

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15. What was said prior to, during and after assault took place?

16. Were there any other witnesses present?

17. How did the assault affect the witness?