Inital Complaint

1 .Name of victim (Tombestone data)

2 .Where is the victim?

3 .Offer medical and psychological services

4 .How did the sexual assault take place? (Rape, touching, etc...)

5 .When did the sexual assault take place?

6 .Where did sexual assault take place?

7 .Are there any witnesses?

8 .Who will be on scene when police arrive?

9 .Are there any suspects? Describe (Height, weight, build, hair color, hair length, glasses, eyes, speech (Deep or high voice, soft, impediments), clothing worn, scars, marks, tattoos, etc...)

10 .Is tehre any weapons involved?

First on scene/ Scene examination

1 .Arrange medical assistance immediately

2 .Bring victim to the hospital ASAP to be examined by a doctor

3 .User sexual assault examination kit if possible.

4 .Carefully inventory his/her personal belongings to ensure nothing is missing, specifically photographs, identification, jewelery and underware (as these are typical souvenires or trophies collected by some offenders). The offender might have kept a belonging

5 .Consider collecting biological meterial containing DNA at any crime scene where designated offence has occurred

6 .Bodily substances most offten sampled are blood, hair, saliva

7 .Seize items which have the highest probability of containing bodily substances e.g. cigarette butts, gum, eating utensils, drinking glasses, personal grooming items, tissues, clothing, upholstery, bedding. Exercise the the utmost care when handiling crime scene exhibits that will be submitted for forensic DNA analysis.

8 .Wear proper protective equipment e.g. disposable gloves and mask to prevent contamination of te exhibits.

9 .Collect, handle, and package exhibits separately

10 .Contact Forensic Identification unit

11 .Have supervisor contact Major crimes unit, GIS, Sexual assault unit, polic dog unit and or any other unit that possibly could help or take over the investigation.

12 .Attend crime scene

13 .Photos of crime scene

Follow Up

1 .Photograph the crime scene

2 .ITO and Warrant for any vehicles or anything needed to be seized and examined from the crime scene

3 .Photo line up

4 .Complete ViClas

5 .If ID of suspect is issued, contact the National Sex Offender Registery and request a query of thier database for a list of known sex offenders in the region

6 .DNA warrant

7 .Obtain services of mental health professional

8 .Victim services

9 .Pre charge approval for Sexual offences Witnesses?

10 .If offender is unknown, contact your provincial/territorial Registry Center to request a query of the NSOR database for a list of the known sex offenders in the area/region.

Statments

1 .Victim Statment

ADDITIONAL QUESTIONS

1. Obtain a statment from the victim

2. How did the offender initially approach and gain control over the victim?

3. How did the offender maintain control over the victim and the situation throughout the assault (threatening gestures, verbal threats, threatening third parties, escape prevention, etc...)

4. Describe the physical force that was used and when during the attack it was used. (Subtle forms of force and threat of physical force)

5. Describe every instance of resistance whether it be passive, verbal or physical. (Passive resistance is non compliant, e.g. not doing what the offender demands, not saying anything and not fighting)

6. Describe the offenders reaction immediately following each time the victim resisted

7. Describe any sexual dysfunctions the offender experienced (e.g. inability to obtain or maintain an erection, premature or retarded ejaculation)

8. If the offender was dysfunctional, try to determine if he/she was able to overcome the dysfunction, as well as any behavior or act he/she performed or demanded he/she preform as a means of overcoming the dysfunction

9. Describe the sexual acts the offender forced upon him/her, as well as each act performed on himself/herself, in the sequence in which it occured, inculding repetitions

10. Repeat everything that the offender said to him/her, using the offender's words rather than the victim's paraphrasing of what was said

11. Ask him/her to describe the offender's tone of voice and apparent attitude at the time he/she made the statment.

12. Describe any questions he/she was asked by the offender, any phrases or verbal statment he/she demanded he/she repeat, again using the offender's words rather than the victim's paraphrases

13. Describe any changes in the offender's attitude. If there was a change try to determine what his/her attitude changed to and what happened or stopped happening immediately prior to each change in attitude

14. Describe any actions the offender took to ensure that he/she would not be able to identify him/her or any precautions he/she took to ensure police would not be able to associate him/her to the crime.

15. Recall if he/she has had any experiences which might indicate that the offender specifically targeted him/her. He/she may have received calls, notes or other forms of contact from a stranger prior to or following the offence

16. Describe the offender in terms of how he/she thinks the offender would be viewed by ther people.