

Policy Name:	CRIME STOPPERS		
Policy #:	OP 4.11.1	Last Updated:	2022-05-12
Issued By:	COMMUNITY POLICING BUREAU	Approved By:	SURREY POLICE BOARD
		Review Frequency:	AS REQUIRED

RELATED POLICIES

OP 4.11. *Confidential Informants and Agents*

OP 4.49.4 *Search Warrants and Production Orders*

1. PURPOSE

1.1. To provide Surrey Police Service (SPS) Members guidance on the use of Crime Stoppers tips received from the Metro Vancouver Crime Stoppers (MVCS) program. A Crime Stoppers tipster is an anonymous informer protected by informer privilege. Police have a duty to protect and uphold this privilege. Failing to do so can expose SPS, MVCS and Member to potential liability.

2. SCOPE

2.1. This policy applies to all Members.

3. POLICY

3.1. The Crime Stoppers Program provides people with the opportunity to share information anonymously about criminal activity. MVCS is committed to engaging the public to reduce, prevent, and solve crime in communities throughout Metro Vancouver.

3.2. SPS will maintain a formal agreement with MVCS to process Crime Stoppers tips that MVCS receives.

3.3. To protect a tipster’s anonymity, MVCS will not provide identity information of the tipster (if known) to SPS. MVCS will hold this information this separately to pay out any reward monies if a tip leads to a successful outcome in an investigation or prosecution. The success of the MVCS program relies upon confidentiality and maintaining a tipster’s anonymity. Equally as important is

timely police follow-up and communication of outcomes to MVCS so that a person may be rewarded for their tip.

3.4. MVCS does not have access to police databases such as CPIC, and therefore does not conduct any follow-up to determine the validity of a tip prior to supplying the information to SPS.

4. PROCEDURE

4.1. When the MVCS program receives a Crime Stoppers tip that is believed to be within SPS jurisdiction, MVCS will provide the tip to the SPS Crime Stoppers (CS) Coordinator.

4.2. The SPS CS Coordinator will assess the tip to determine level of risk and if investigative action is viable. If the information is sensitive the CS Coordinator will consult the Sergeant, Intelligence Management Team.

4.3. The CS Coordinator will then send the tip via encrypted email to the appropriate investigative unit for follow up.

4.4. The CS Coordinator will return non-actionable tips to MVCS.

4.5. Upon being assigned a Crime Stoppers tip the Member will:

- i. assess tip to determine level of risk and if investigative action is viable, in consultation with the CS Coordinator or Supervisor;
- ii. create a PRIME-BC file only if investigative action will be taken on the information provided:
 - a. NOT document anything about the tip information on PRIME-BC or reference "Crime Stoppers";
 - b. NOT add entities or document background checks (e.g., CPIC/PRIME-BC) based solely on the tip information unless investigative steps have identified entities and related background checks;
- iii. record all tip information and any notes in a separate sensitive notebook and decision document;
 - a. NOT record the tip or any part of the tip on any electronic database;
- iv. Handle and store all tip information as Protected B.

4.6. Upon receiving a MVCS tip, Members also will receive a disposition reply form to be completed within 60 days of receiving the tip. Members must use this form to respond to MVCS with the disposition of the tip by the indicated diary date or request an extension if required.

4.7. The assigned Member or Primary Investigator for the Crime Stoppers tip is responsible for responding to MVCS with the disposition of the tip by the diary date.

- 4.8. When a Member is considering using MVCS tip information within an Information to Obtain, the Member may consult the Legal Application Support Team (see OP 4.49.4 *Search Warrants and Production Orders*).
- 4.9. When using a Crime Stoppers tip, the informer should be handled as a Confidential Informant (OP 4.11 *Confidential Informants*). Due to the tipster's anonymity, there is no Confidential Informer identity information (pedigree) which can be disclosed, which therefore reduces the weight on which a tip can be relied upon to base an investigation or obtain a judicial authorization.
- 4.10. When a Member is considering using MVCS tip information but requires further information or details from the tipster, questions for the tipster should be directed through the CS Coordinator to MVCS. Members must ensure that they are not directing the tipster to act as an agent (see OP 4.11. *Confidential Informants and Agents*).
- 4.11. When a Crime Stoppers tip has been or is about to be used, and there are concerns that the tipster is attempting to intentionally mislead police during an investigation, Members should consult the Inspector of Proactive Enforcement Section, SPS General Counsel, Legal Services and Crown Counsel prior to recommending charges for Public Mischief (section 140 of the *Criminal Code*).
- 4.12. All investigations using Crime Stoppers tips must have their respective Report to Crown Counsel and disclosure material reviewed by the Intelligence Management Team prior to submission for charge approval. This will require members to allow time for this review prior to any court date of proceedings.

Crime Stoppers Assistance in Investigations

- 4.13. Members may request assistance from the MVCS program to progress an investigation through "Wanted" or "Information Requested" bulletins posted on the MVCS website (solvecrime.ca) or making public pleas for information via short videos or media releases. For more information, Members may contact MVCS, at **S. 15**
- 4.14. Before submitting a media release to MVCS, Members must liaise with the SPS Strategic Communications Unit.

APPENDIX A: DEFINITIONS

“Member” means a sworn Police Officer appointed by the Surrey Police Board.

“MVCS” means Metro Vancouver Crime Stoppers.

“Protected B” means particularly sensitive information that could cause severe injury or damage to the people or group involved if it was disclosed.

“SPS” means Surrey Police Service.

“Supervisor” means a Sergeant, Staff Sergeant, Inspector, Superintendent, Deputy Chief Constable, Chief Constable, and any other person acting in a Supervisory capacity who is accountable for a particular area or shift on behalf of SPS.

APPENDIX B: REFERENCES

Metro Vancouver Crime Stoppers, [Crime Stoppers \(solvecrime.ca\)](https://solvecrime.ca)