



RESTORATIVE JUSTICE SOCIETY NORTH OKANAGAN

RCMP - Referral (Adult) Procedure

RCMP Referral Procedure

1. Incident happens...
2. Investigating Officer determines suitability for the restorative justice (RJ) with regards to the incident with the adult admitting responsibility and willingness to face the person(s) harmed
3. Adult must have supporter involvement through this process
4. Referral Package is filled in by the Investigating Officer (Pages 1 – 2 and top of page 3)
5. Investigating Officer diarizes the file and referral for three (3) months

Section 717(3) of the Criminal Code of Canada states:

"No admission, confession or statement accepting responsibility for a given act or omission made by a person alleged to have committed an offence as a condition of the person being dealt with by alternative measures is admissible in evidence against that person in civil or criminal proceedings."

6. Investigating Officer or RJ Executive Director obtains signatures on WILLING TO PARTICIPATE and RELEASE OF INFORMATION from Person Who Caused Harm (PWCH), Person Harmed (PH), and/or their guardians/supporters, where applicable, on Referral Package (Pages 3 – 4)

Internal procedures within the RCMP Detachment:

- Referral Package is forwarded to Court Liaison Officer (CLO)
- CLO contacts RJ Executive Director by email or telephone
- RJ Executive Director picks up referral package from RCMP Detachment

7. RJ Executive Director assigns RJ Team for Conference (Facilitator, Co-facilitator and Mentor)
8. RJ Team determines the referral is suitable following pre-conference interviews
9. RJ Team sets Conference date and the Investigating Officer is notified of the date
10. The Conference is hosted by the Restorative Justice Society – North Okanagan
11. RJ Executive Director provides RCMP with copy of Disposition Agreement
12. RJ Executive Director provides RCMP with Final Report on the outcome of the Disposition Agreement
13. RJ Executive Director or Team does a three – six (3-6) month follow-up and closes file
14. RJ Executive Director forwards hard-copy file to RCMP Master File within eighteen – twenty-four (18-24) months from the signing date of the Disposition Agreement

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Restorative Justice Society – North Okanagan