

**ONTARIO ASSOCIATION
OF
CRIME STOPPERS**

**Operational
Guidelines
&
Appendices**

May 2001

February 23, 2001

Dear Members of Crime Stoppers:

I am pleased to introduce the Operational Guidelines for the Ontario Association of Crime Stoppers. This document is an excellent resource for all those who belong to Crime Stoppers in Ontario. A great deal of work has gone into this document which is the result of many months of consultation and revision by a number of individuals and I am confident you will find it a useful reference.

The Operational Guidelines were written to assist programs in Ontario in creating their own policies and procedures to best carry out the aims and objectives of Crime Stoppers. As you know, Crime Stoppers is a unique charitable organization that is designed to help solve crimes through a partnership of the community, the media and the police. Specifically, it helps solve crime by taking anonymous tip information about criminal activity from the public, which is then forwarded to the appropriate authority for investigation. The programs encourage the public to provide tip information by authorizing rewards to tipsters based upon certain criteria. Crime Stoppers works with the media by producing re-enactments of unsolved crimes for publication, among other ways.

However, this document is a set of guidelines only. It is not a set of policies and procedures that must be implemented by every program. It would be impossible to devise such a thing because each program operates differently through necessity. For example, there are programs that operate in large urban settings, and others that encompass 1000=s of kilometres of primarily rural areas. Some programs have police co-ordinators running the day-to-day operations, while others have civilian co-ordinators. Those with police co-ordinators are seconded from a variety of policing authorities throughout the province such as the local police, Ontario Provincial Police, Royal Canadian Mounted Police and Ministry of Natural Resources. Some programs are partnered with only one policing authority, while others deal with a number. Each program uses different fund-raising techniques depending on their community, and by necessity, different reward distribution methods. Each program has different media environments that require different kinds of relationships to send out the Crime Stoppers message. No one set of procedures could encompass all these different variables.

Over a number of years, I have seen Crime Stoppers work in vastly different circumstances, and I firmly believe that it is this flexibility which is the very strength of Crime Stoppers. The basic Crime Stoppers concept is so compelling that it can adapt to a variety of settings, and yet achieve the central goals.

Therefore, these Guidelines are to assist you in developing procedures to create your police and media partnerships and appropriate tipster safeguards, which you can specifically tailor to your program. The Ontario Association of Crimes Stoppers has no regulatory authority over any of the Crime Stoppers charitable program; it can only advise and assist. I am confident that this OACS set of Guidelines will be of great assistance in the development of appropriate operations for your program.

Yours truly,

Note: Original signed by Ms Melissa Kennedy.

Melissa Kennedy
General Counsel
Ontario Association of Crime Stoppers

THIS PAGE IS NOT TO BE REMOVED FROM MANUAL

OPERATIONAL GUIDELINES/APPENDICES REVISION PROCEDURES

From time to time changes or additions to the “Operational Guidelines” will be required. These changes can be initiated in one of the following two methods:

CRIME STOPPERS PROGRAM INITIATED:

Any Crime Stoppers program can forward to the Ontario Association of Crime Stoppers a recommendation(s) for changes to the “Operational Guidelines” or accompanying “Appendices” that has been voted on and approved by the local Crime Stoppers Board. Such proposal will be forwarded to the Executive Committee for their review and consideration as an inclusion in either document.

ONTARIO ASSOCIATION OF CRIME STOPPERS INITIATED:

Any member of the Ontario Association of Crime Stoppers may table a proposal at a regular monthly meeting making a recommendation(s) for changes to the “Operational Guidelines” or accompanying “Appendices”. Such proposal will be forwarded to the Executive Committee for review and consideration as an inclusion in either document

THE ONTARIO ASSOCIATION OF CRIME STOPPERS “OPERATIONAL GUIDELINES” AND “APPENDICES” ARE THE RESPONSIBILITY OF THE ONTARIO ASSOCIATION OF CRIME STOPPERS. ANY CHANGES DELETIONS/MODIFICATIONS RESTS SOLELY WITH THIS ORGANIZATION.

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