



## FORCE CIRCULAR MEMO

No: 91 - 9

Date: 17 December, 1991

Policy Division  
Research and Development Department  
Phone: 320 3225

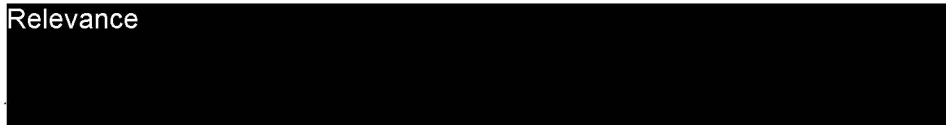
These instructions, policies and guidelines are issued pursuant to the powers of the Chief Commissioner under the Police Regulation Act 1958 and in the exercise of his Office under the Public Service Act 1958.

They will remain in force until 31 December 1993, unless earlier revoked or incorporated in Standing Orders or the Police Manual.

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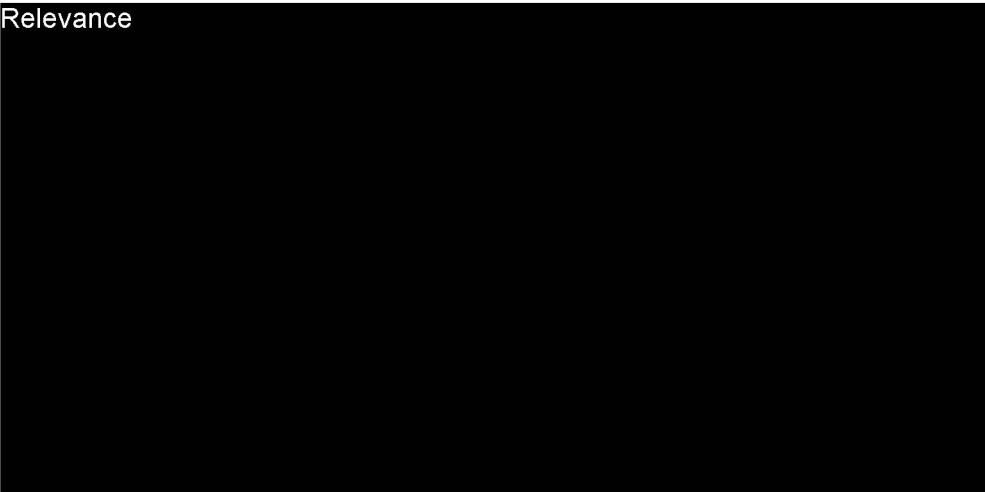
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**91-9-3      Registration of Informers**

**91-9-4      Informers - Prosecutorial policy**

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91-9-1  
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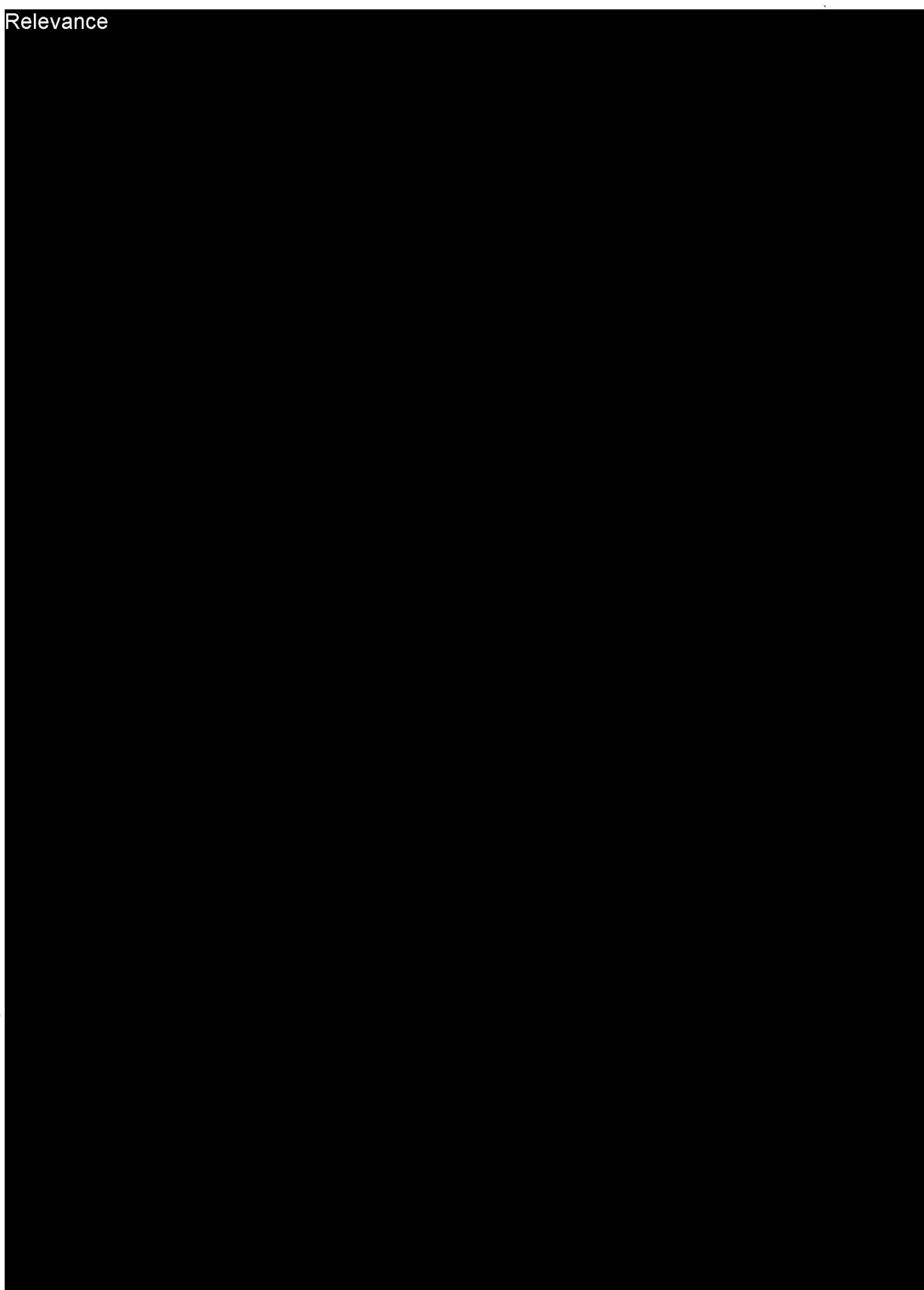


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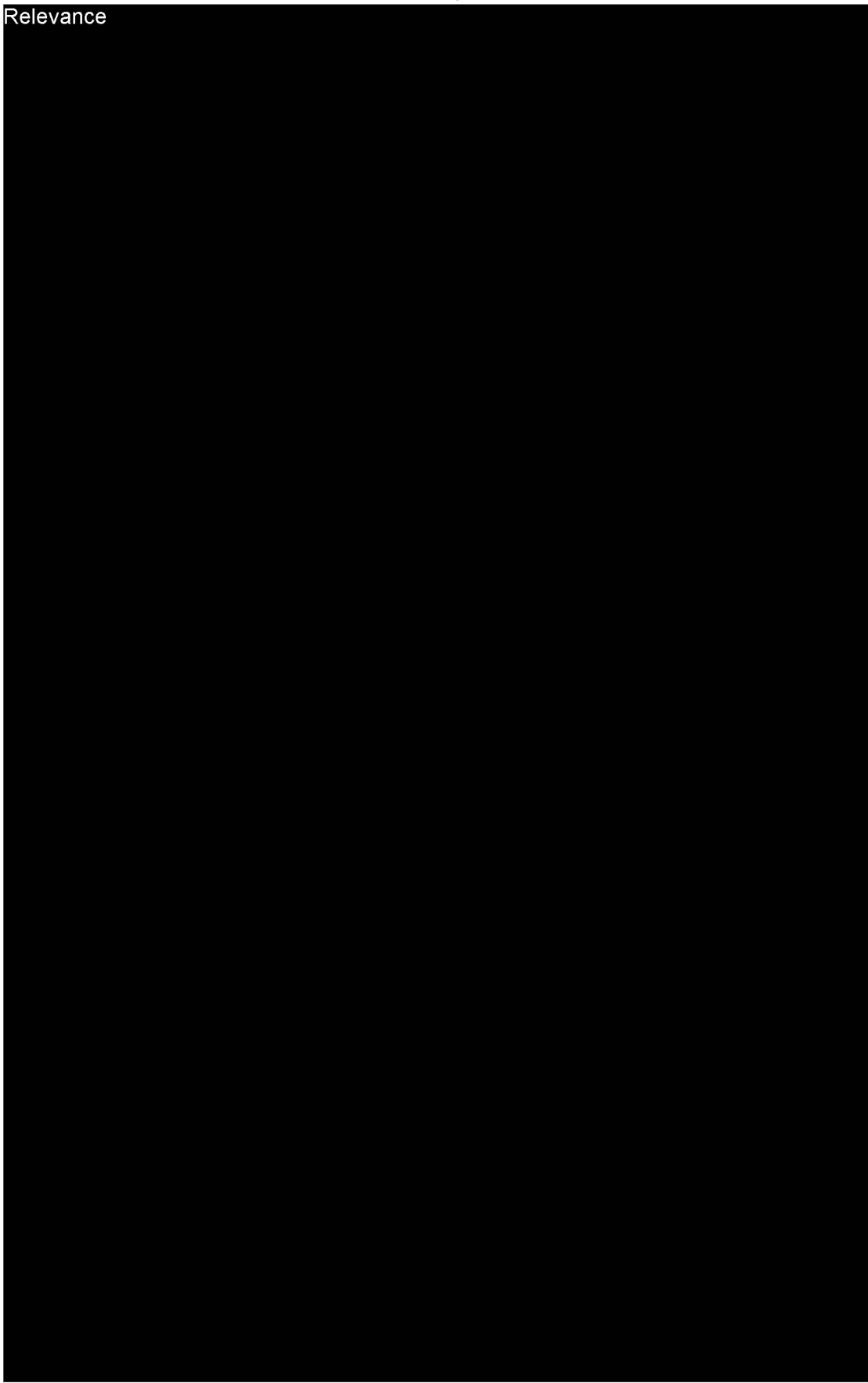
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91-9-3

REGISTRATION OF INFORMERS

Situation

1. To assist in controlling informers and to protect members from false allegations, a system of registering informers is to be implemented in each District from 1 January, 1992.



3. District Commanders must appoint an Officer to be the Registrar of Informers in each district. In the absence of the Registrar the District Commander must appoint an Acting Registrar.

#### Definition of Informer

4. For these purposes an "informer" is a person who provides information to police concerning criminal acts on a regular basis.

5. When interpreting the definition of "regular" members are to take into account the spirit of these instructions and not attempt to avoid their responsibilities. Members may also register casual informants if they consider it necessary.

#### Protecting the Identity of Informants

6. The following rules are to be observed:

- \* Members are to maintain the utmost confidentiality in relation to the identity of the informant.
- \* Members must not disclose the name of an informant in written reports unless directed to do so by an Officer.
- \* Members may, if necessary, verbally disclose the name of an informant to their superiors.
- \* Members must disclose the name of an informant to an Officer if that Officer so directs.

7. When a member giving evidence is asked questions which may reveal the identity of an informant he/she must request the court to make a direction. The member should advise the court that it is contrary to public policy and not in the interest of public safety that an informant's identity be disclosed. If, after legal argument, the court directs the member to reveal the informant's identity, the member must comply with the direction of the court.

#### Meetings with Informers

8. A member arranging to meet a registered informer must inform his/her immediate supervisor prior to the meeting. The member and his/her superior must record the meeting in their official diaries, or notebook if a diary is not kept.

#### Chance Meetings

9. When a chance meeting occurs with an informer the details of the meeting (including date, time and place) must be reported to the members superior and recorded as per paragraph 8.

#### Payments to Informers

10. All payments to informers must be entered in the member's official diary or notebook. An Officer must be present during payment of amounts of \$500 or above.

**Registration of Informers**

11. All informers must be registered as follows:
  - \* The member wishing to register an informer must supply the Registrar with an unsealed envelope containing the informers full name, date of birth and current address.
  - \* The Registrar will peruse the contents of the envelope to ensure that it is appropriate to register the informant. If satisfied the Registrar will mark on the envelope the member's details and the Registration Number, seal and place the envelope in a secure place.
  - \* The Registrar must have sole access to the secure place where the informer's details are kept.
12. The Registration Number is designated by a letter for each month (from 'A' for January to 'L' for December), followed by a successive number for that month, and the year of registration. Example: the third informer registered in March 1991, would be designated C3/91.
13. Unless otherwise directed by an Officer all future correspondence must refer to the Informant's Registration Number. All care should be taken to ensure that correspondence does not include details which may be used to identify the informer.
14. A registered informer may be de-registered at any time by a member on consultation with the Registrar, or by direction of the District Commander or Chief Superintendent, State Crime Co-ordination.
15. Informant's envelopes are not to be opened unless the respective Assistant Commissioner, District Commander or Chief Superintendent, State Crime Co-ordination, believes it to be necessary.

(C.R.B. File 24-1-2853)

91-9-4

**INFORMERS - PROSECUTORIAL POLICY****Situation**

1. The following policy has been agreed, in consultation with the DPP, where members wish to use the evidence of an informer or co-accused against a principal offender and seek an indemnity or a decision not to prosecute.

Policy

2. **Indictable Offences** - An application for an indemnity must be made to the Director of Public Prosecutions through the Assistant Commissioner (Crime) and be accompanied by:

- \* A full brief of evidence
- \* Written advice from Legal Adviser's office
- \* Covering report by District Commander.

3. **Summary Offences** - An application for approval not to prosecute must be made to the Assistant Commissioner (Crime) and be accompanied by:

- \* A full brief of evidence
- \* Covering report by District Commander.

(C.R.B. File 24-1-2694)

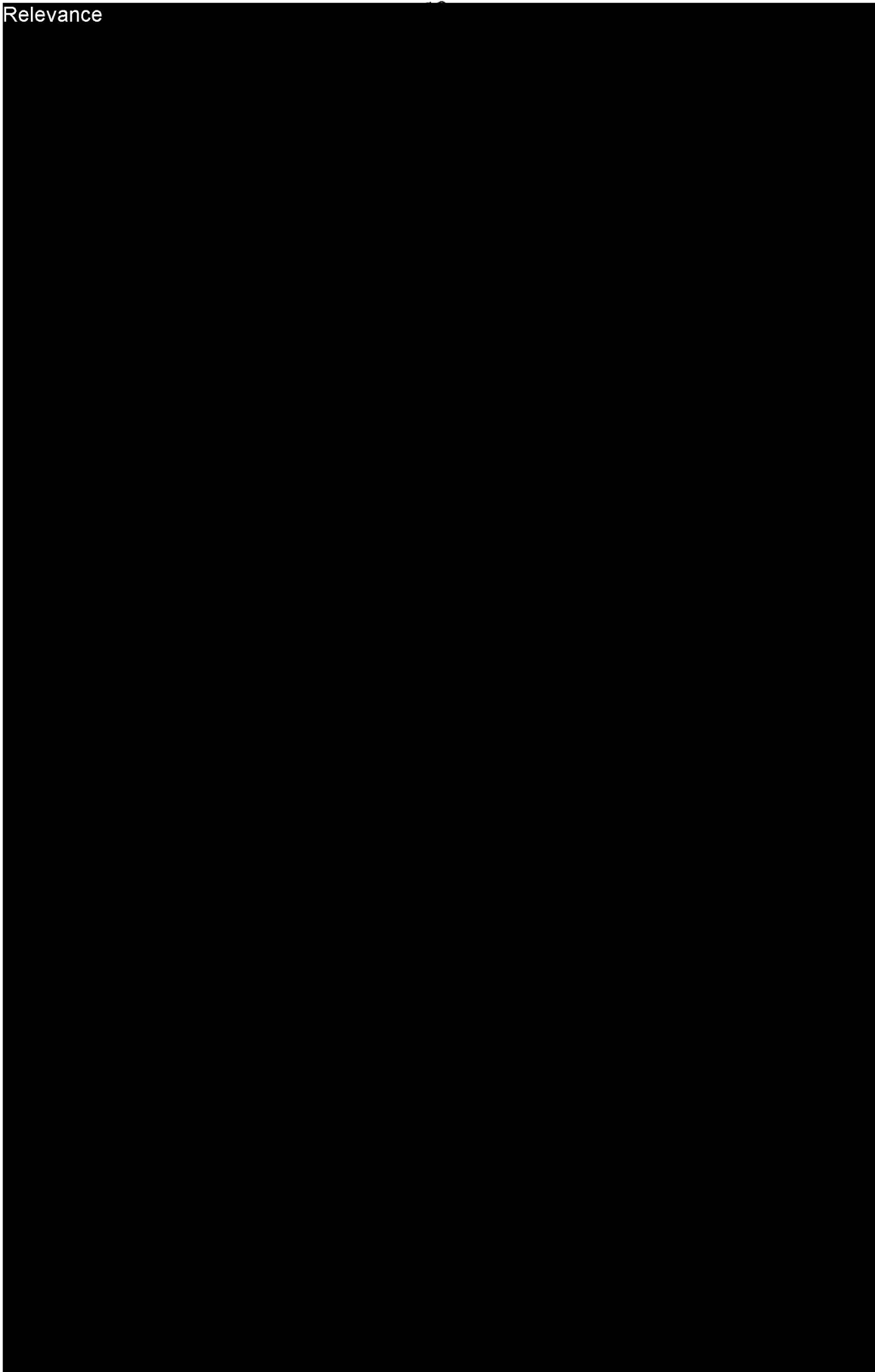
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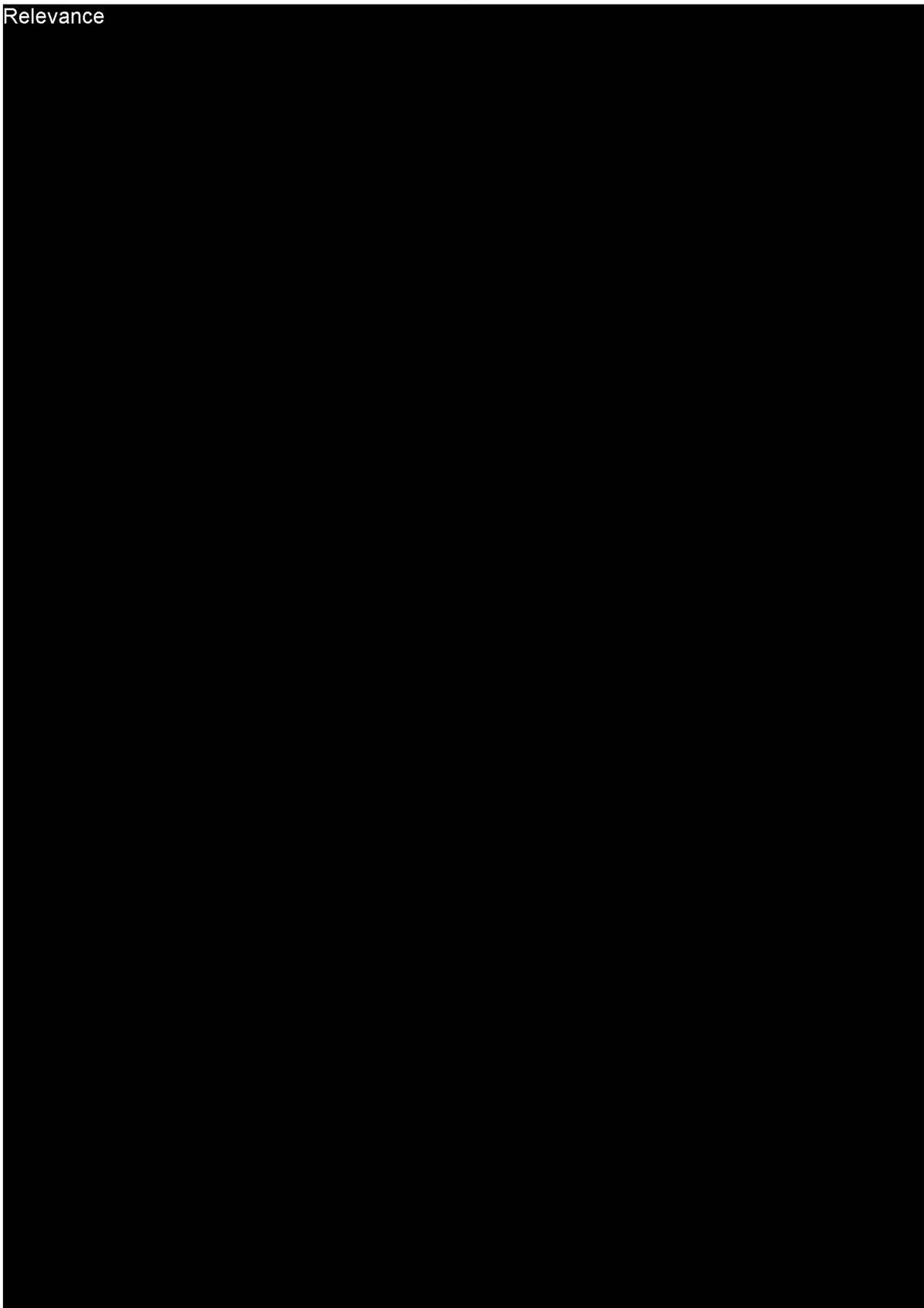
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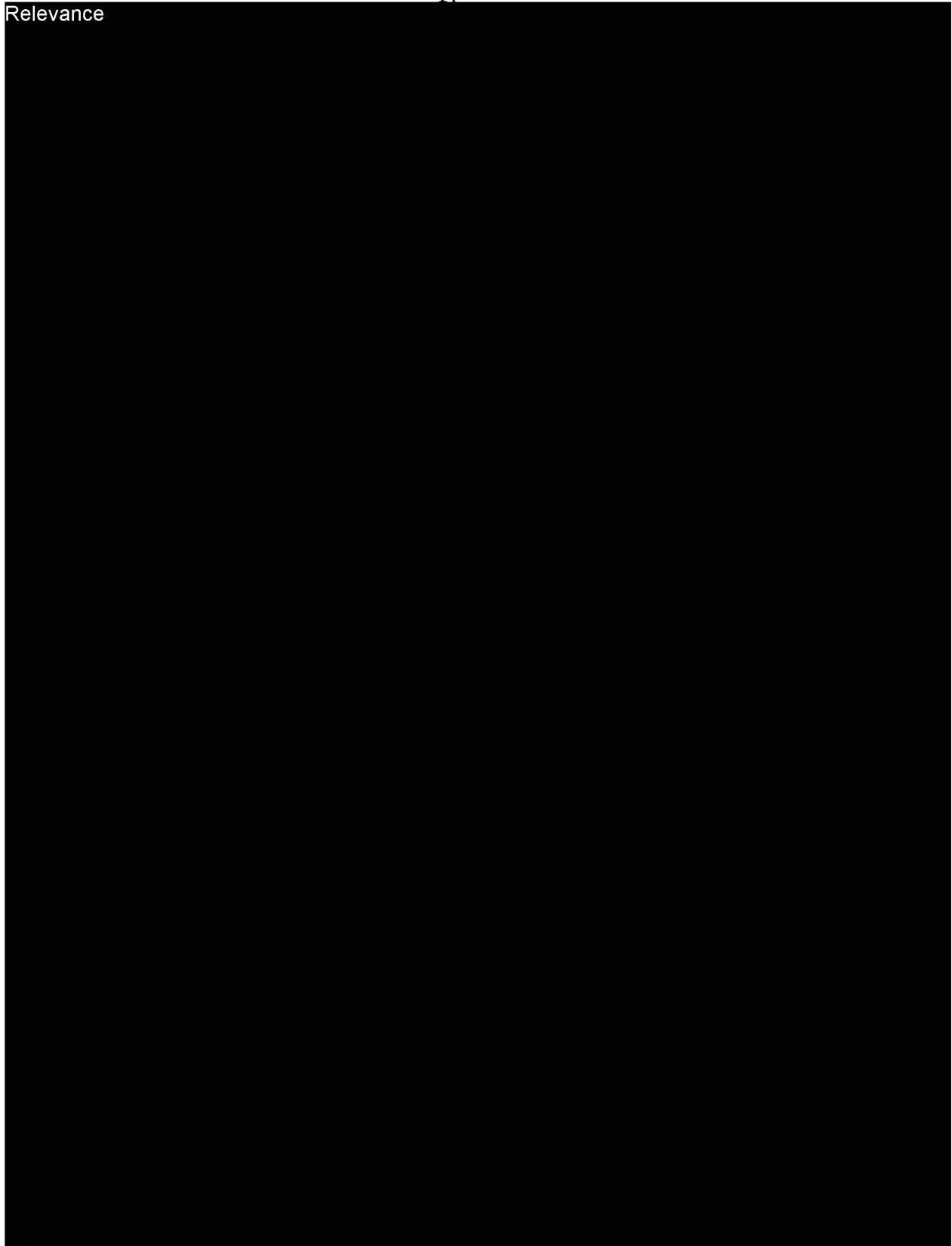


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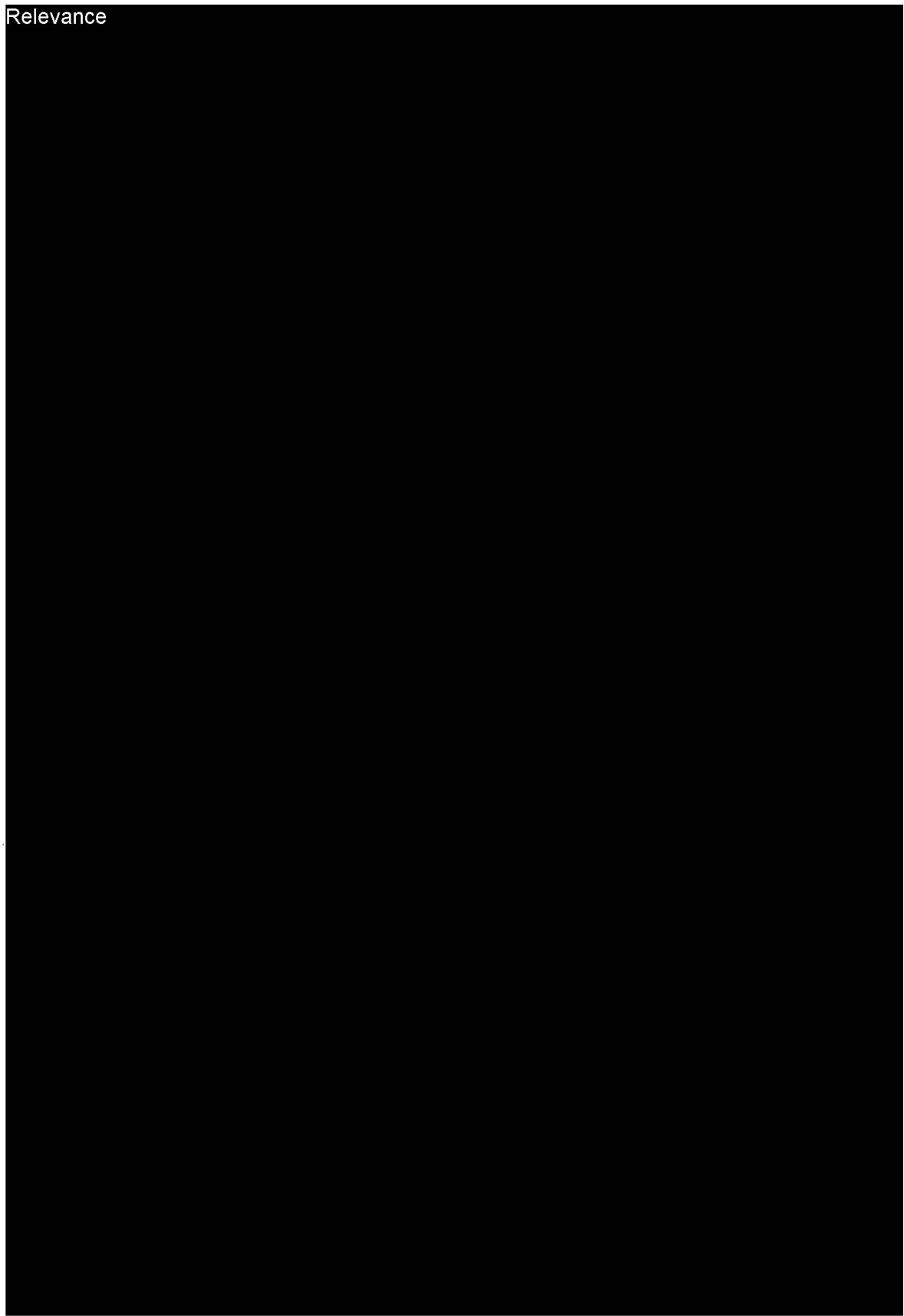




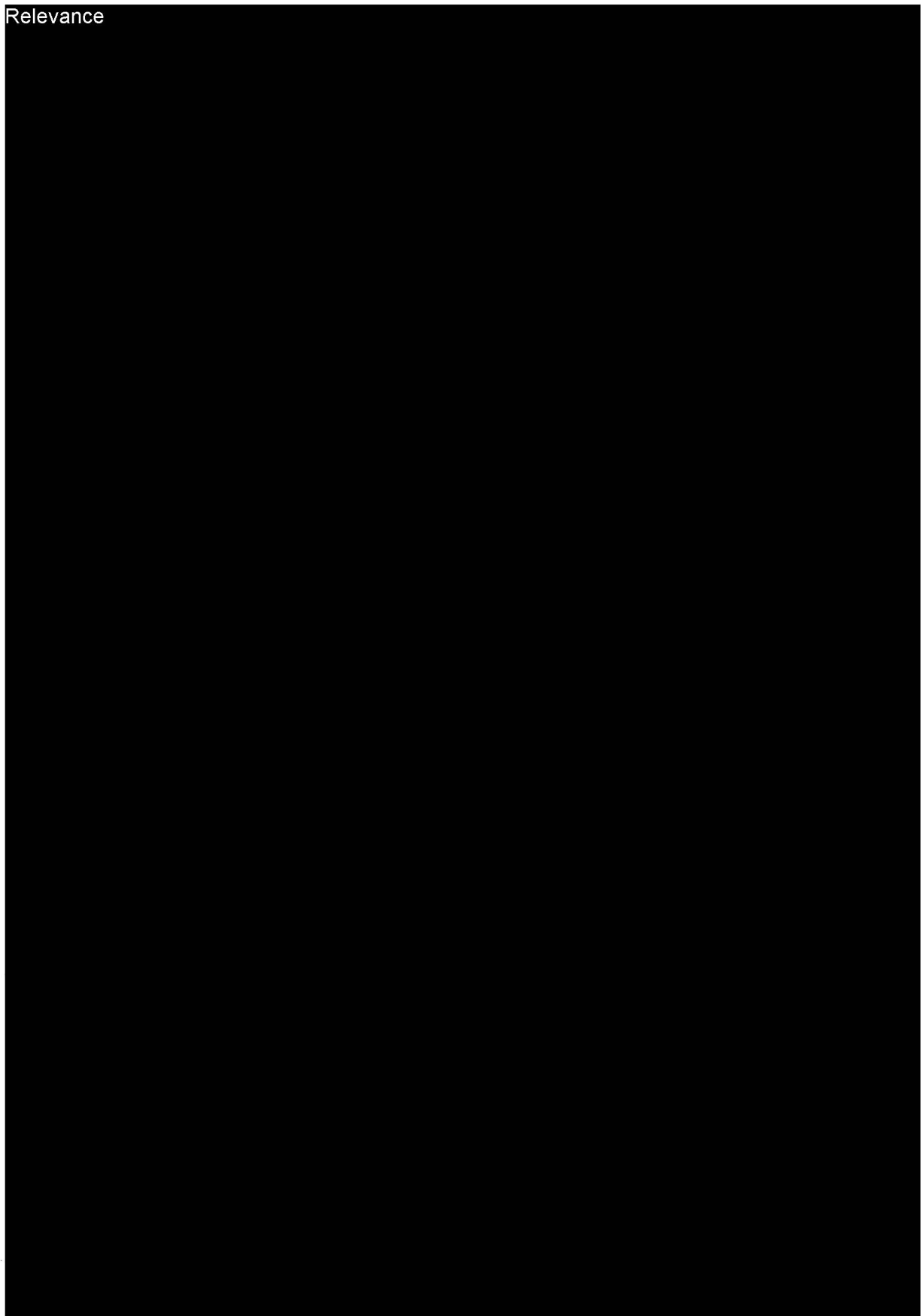
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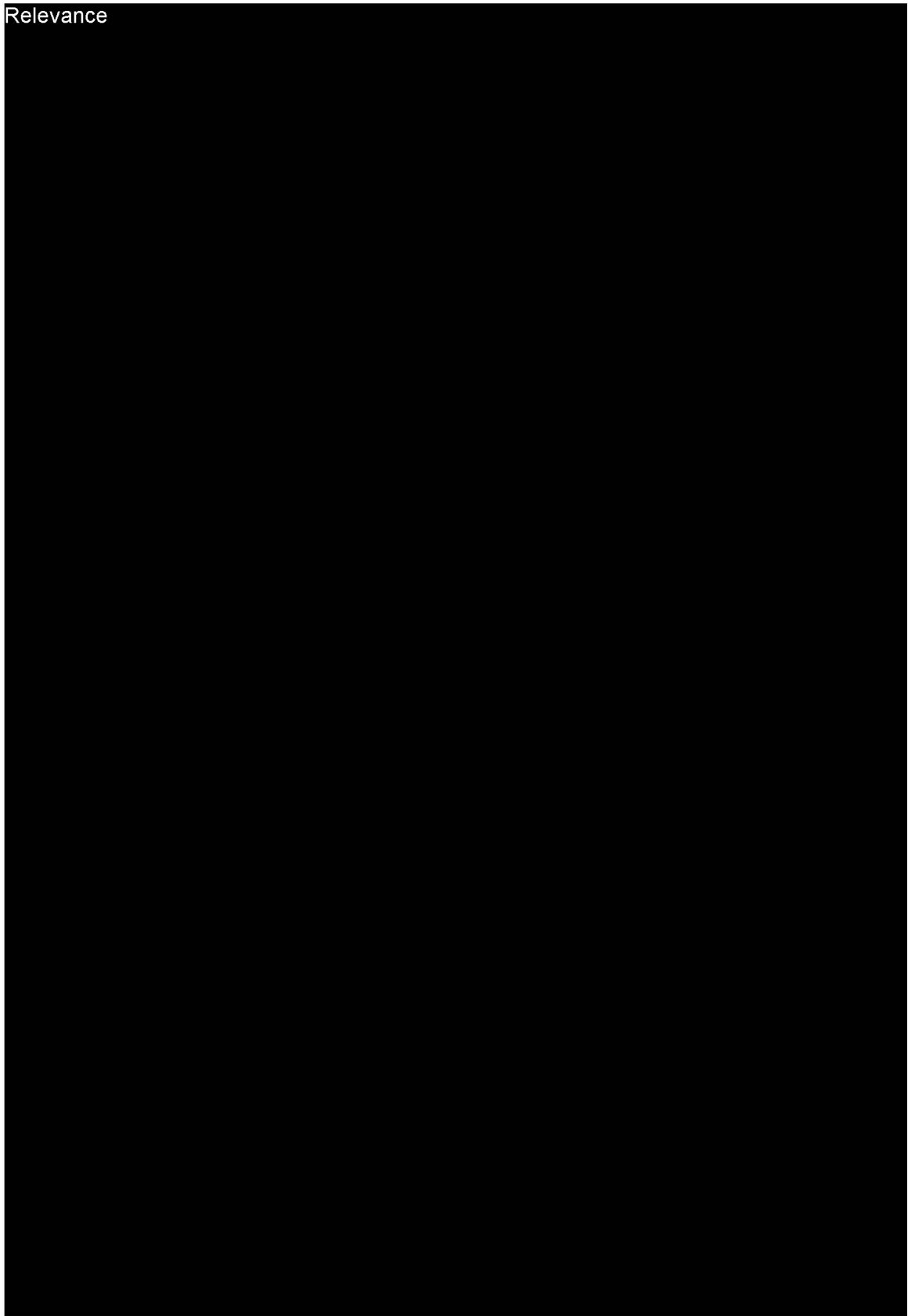
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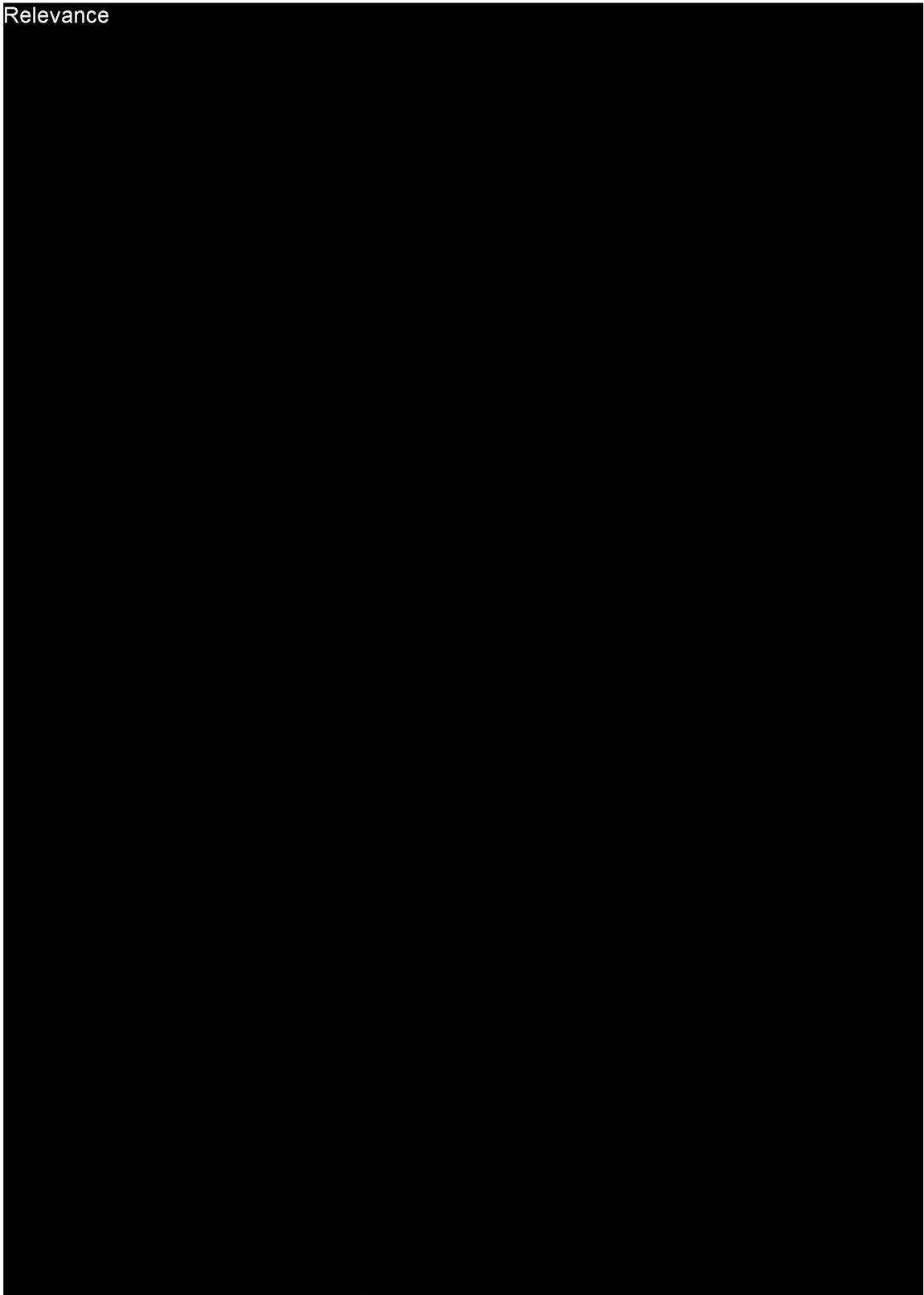
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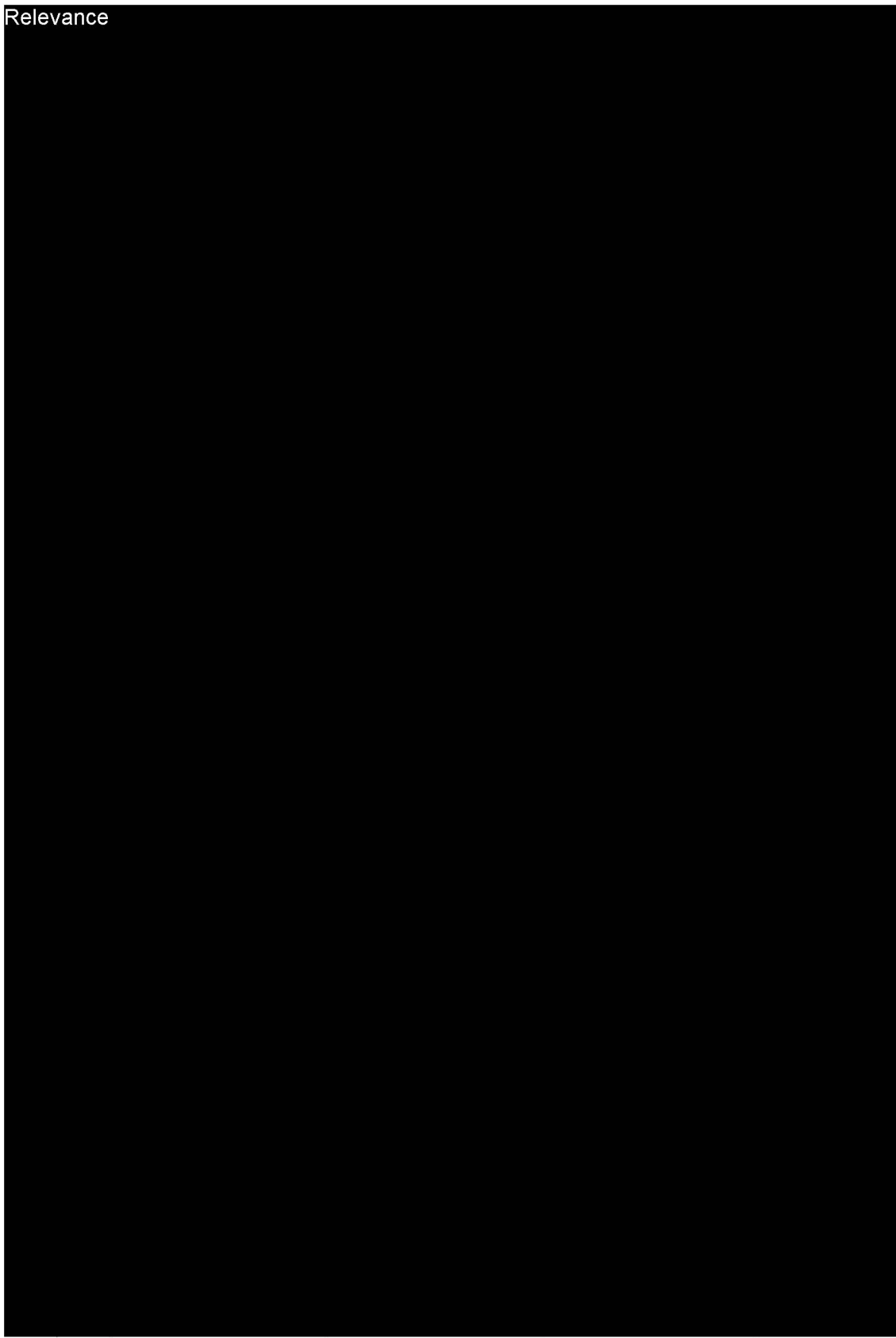
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**John Frame**  
**DEPUTY COMMISSIONER**