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4. *Investigation of Offences*

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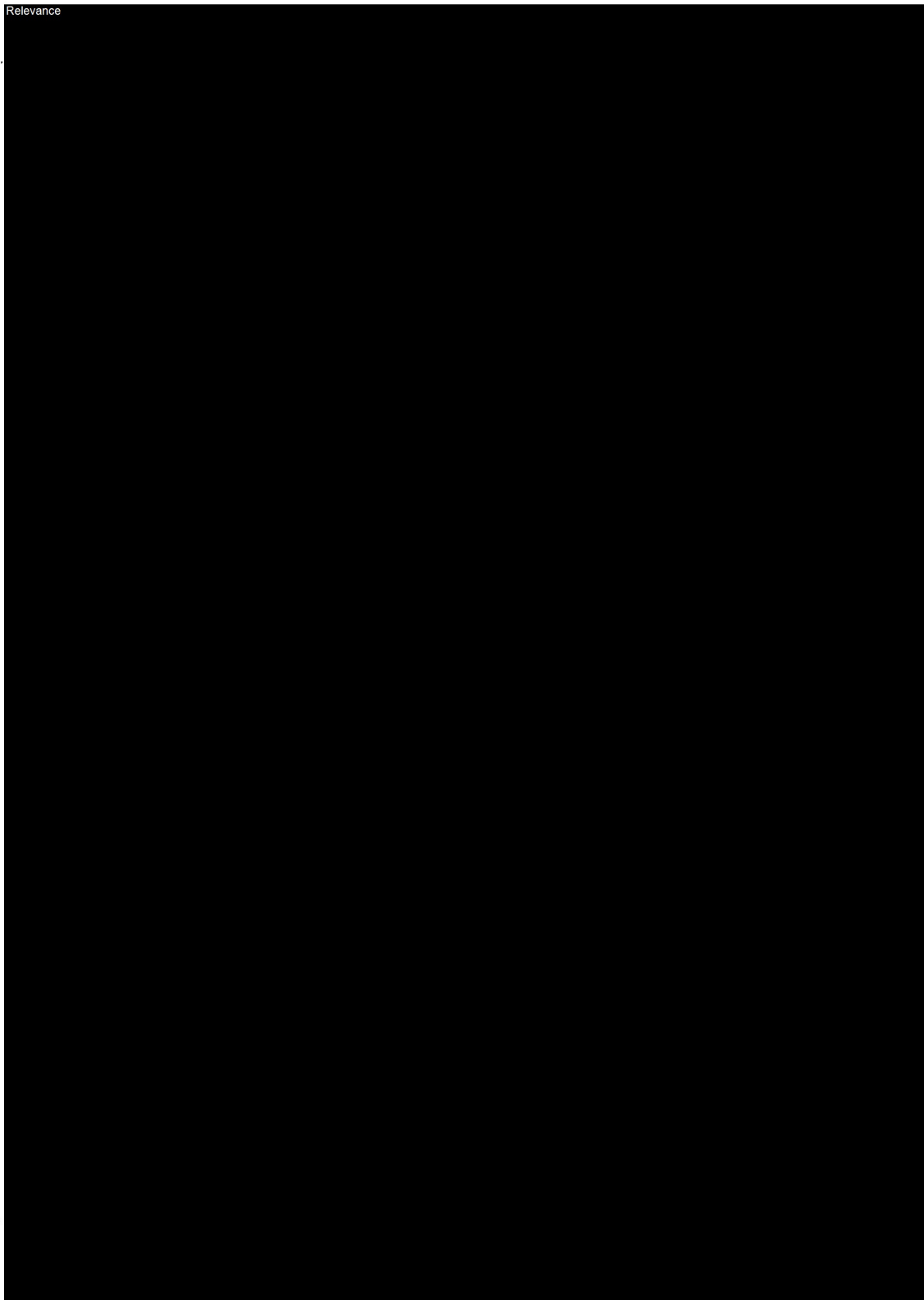
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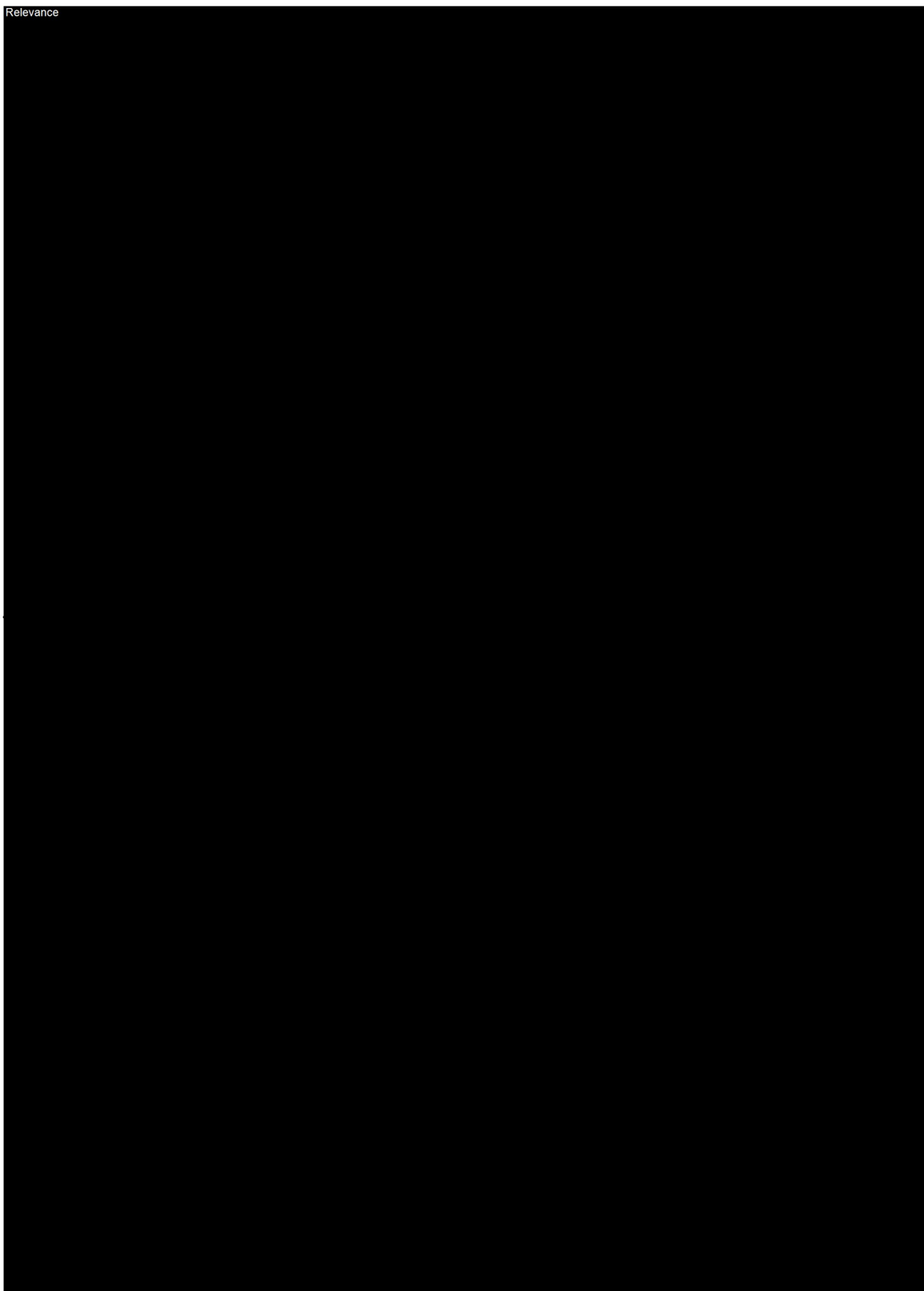
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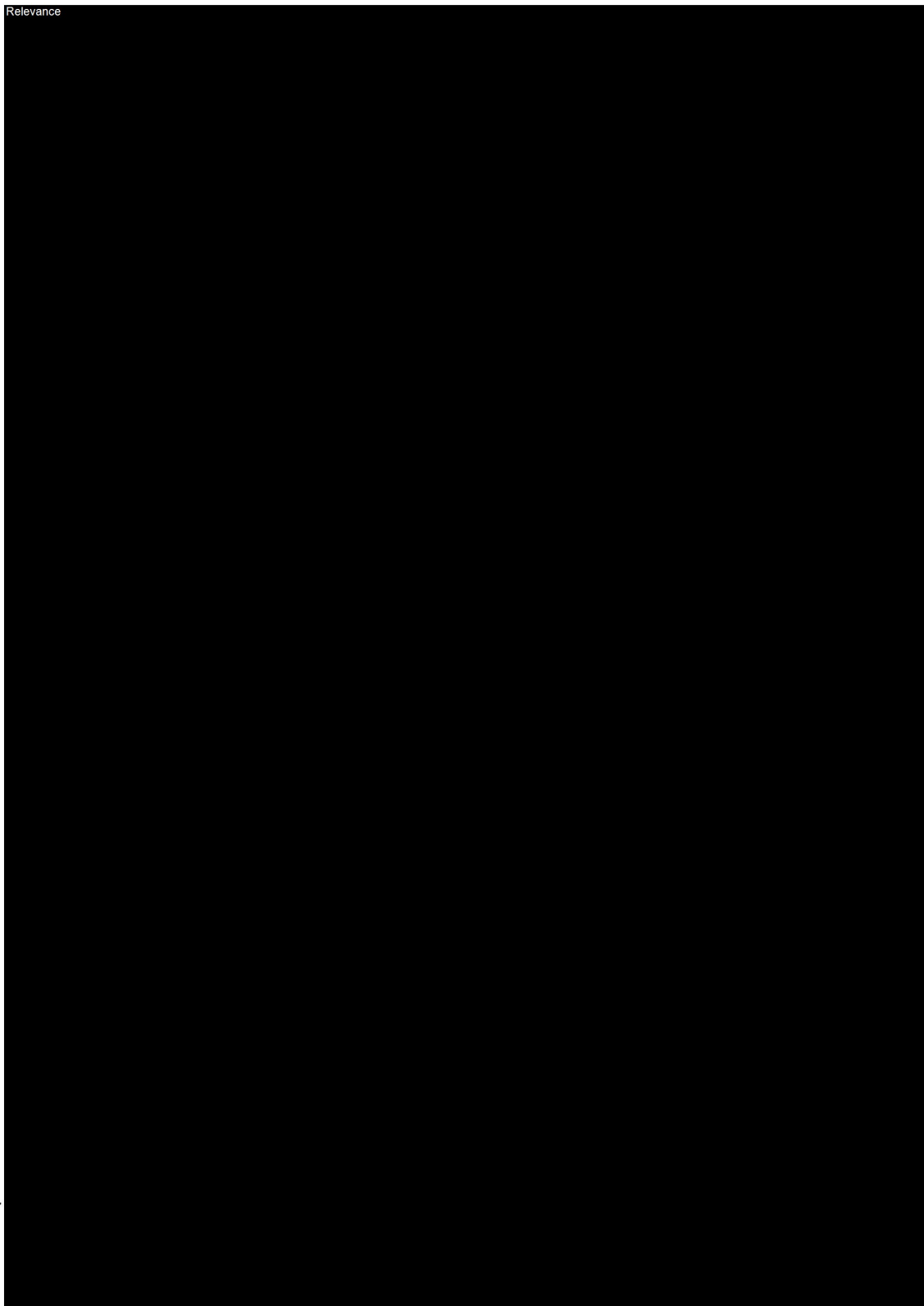
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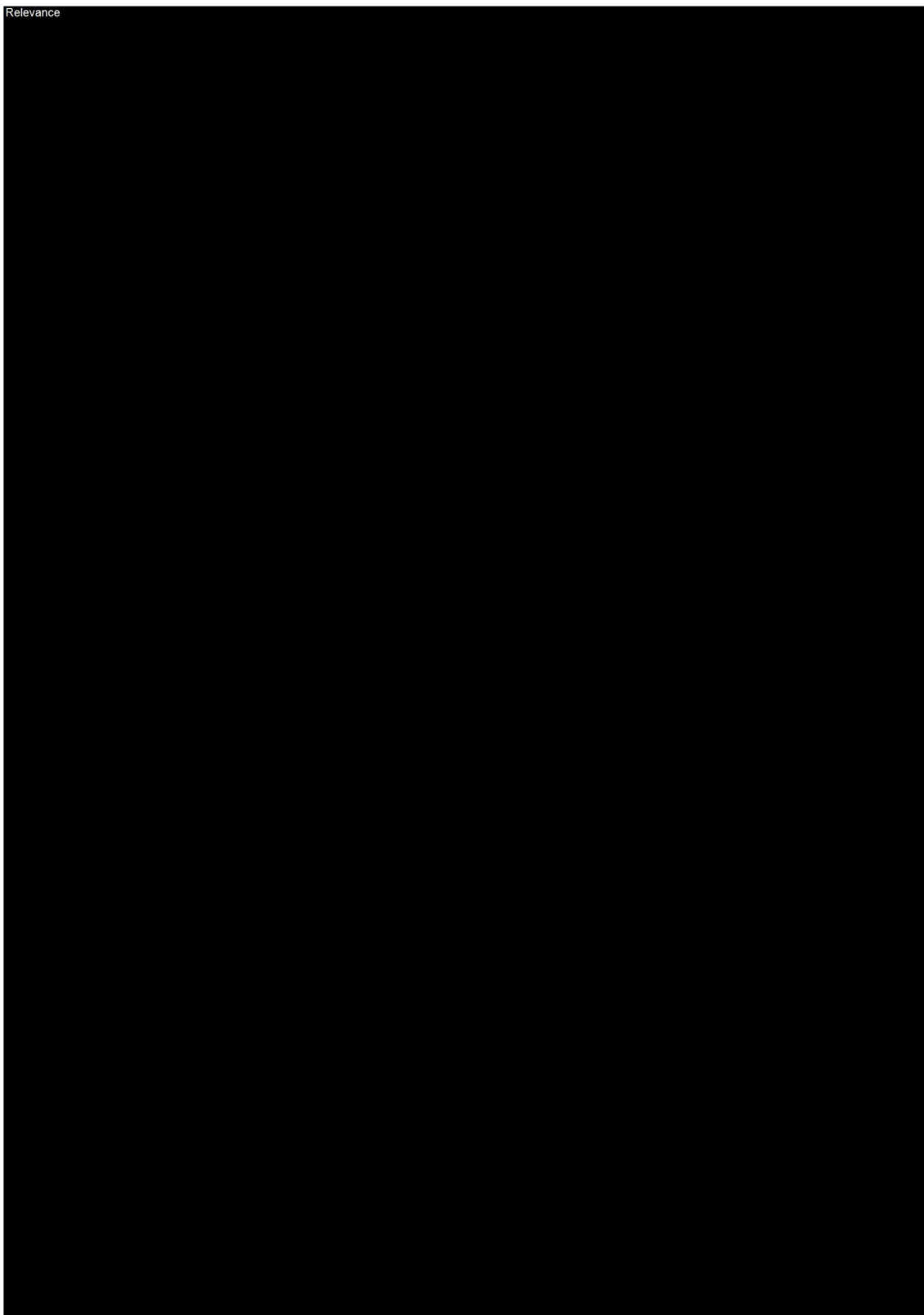
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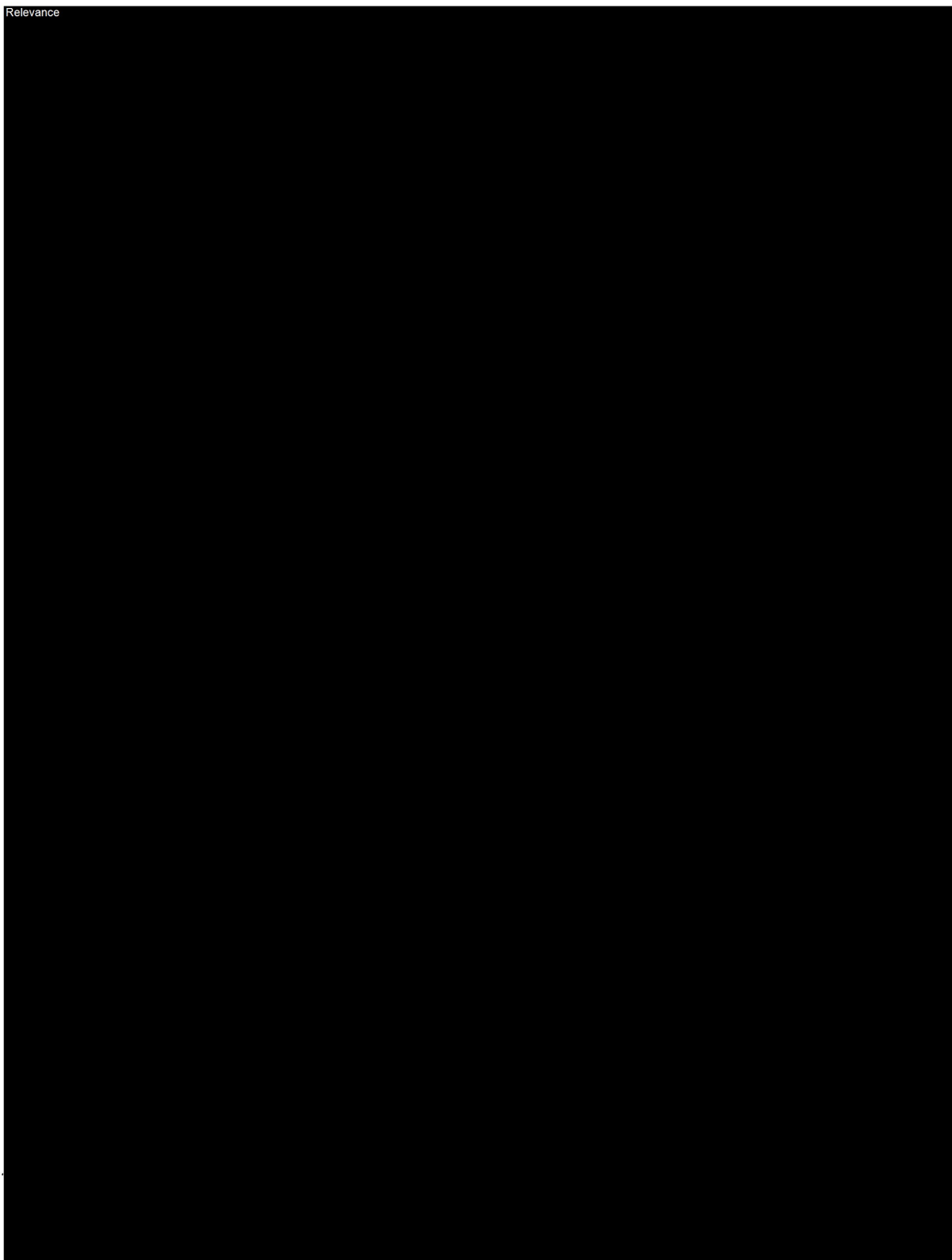
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4.8.2 INFORMERS**4.8.2.1 Purpose**

Informers may be used to obtain information about offences. For these purposes an "informer" is a person who provides information to police concerning criminal acts usually on a regular basis.

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

4.8.2.2 Registrar of Informers

The Registrar of Informers is to be the Divisional Superintendent. The Deputy Registrar, who will act in the absence of the Registrar, will be the District Inspector.

4.8.2.3 Protecting the Identity of Informers

The following instructions are to be observed:

- * Maintain the utmost confidentiality in relation to the identity of the informer.
- * Do not disclose the name of an informer in written reports unless directed to do so by an Officer.
- * Verbally disclose the name of an informer to a superior if necessary.
- * Disclose the name of an informer to an Officer if that Officer so directs.

In regard to giving evidence in court see Chapter 8, *Operating Procedures*.

4.8.2.4 Meetings with Informers

Policy - a police member arranging to meet a registered informer must inform their immediate supervisor prior to the meeting. The police member and their supervisor must record the meeting in their official diaries, or notebook if a diary is not kept.

Chance meetings - when a chance meeting occurs with an informer the details of the meeting (including date, time and place) must be reported to the police member's superior and recorded as per the above paragraph.

4.8.2.5 Payments to Informers

The following instructions apply with regards to payments to informers:

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- * Payments can only be made to registered informers.
- * Funds are taken from a RBSC/RBSSC or Budget Centre. Enquiries regarding availability of funds can be made at those locations.
- * All payments to informers must be entered in the police member's official diary or notebook.
- * An Officer must be present during payment of amounts of \$500 or above.

4.8.2.6

Registration of Informers

Procedure - all informers must be registered as follows:

- * A police member registering an informer must supply the Registrar with an unsealed envelope containing the informers full name, date of birth and current address.
- * The Registrar will read the contents of the envelope to ensure that it is appropriate to register the informer. If satisfied the Registrar will mark on the envelope the police 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.

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**.

Unless otherwise directed by an Officer all future correspondence must refer to the Informer's Registration Number. All care should be taken to ensure that correspondence does not include details which may be used to identify the informer.

De-registration - a registered informer may be de-registered at any time by a police member on consultation with the Registrar, or by direction of the Regional Commander or Commander (State Crime Squads).

Confidentiality - informant's envelopes are not to be opened unless the respective Assistant Commissioner, Regional Commander or Commander (State Crime Squads) believes it to be necessary.

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