POLICY STATEMENT

The Jamaica Constabulary Force believes that all citizens of Jamaica and visitors to its shores have a right to be treated with dignity and respect, irrespective of who they are or the particular grouping to which they belong. Through the Jamaica Constabulary Force Policy on Diversity, the organization will strive to ensure fair treatment of all in our service delivery. It is the policy of the Jamaica Constabulary Force that all reports from any individual or group be handled in a manner which reflects the highest level of professionalism and respect for human rights and dignity. This should be done with a view to portraying the professional image of the police and enhancing positive relationship between the wider community and the police service.

The Standard Operating Procedures for police interaction with individuals or members of all diverse groups are adopted as a set of practical guide to minimum standards to be adhered to by all members of the JCF, ISCF and Rural Police. Any departure from these procedures will be viewed as a breach of discipline.

PURPOSE

The purpose of this policy is to provide overall direction to members of the Police Force in relation to the handling of issues brought to their attention by any individual or group from diverse communities. The aim of the policy is to effectively transform the negative aspects of police culture manifested in the scant regards paid to reports made by members of diverse groups, as it relate to the incidence of crimes committed against them.

OBJECTIVES

The objectives of this policy are to:

- Improve public confidence by demonstrating fairness, integrity, tolerance and understanding in dealing with all sections of the community.
- Show commitment, value and support to every individual by seeking to eliminate all forms of harassment and unfair bias.
- Develop a workforce which empathizes with the community it serves.
- Provide necessary support and referral to victims of crime and violence, regardless of individual or group differences of the complainant.
- Reduce the fear of individuals from diverse groups of reporting crime and violence.
- Ensure the provision of high quality, professional policing services to ALL members of the public.
- Ensure that police officers remain informed about emerging diversity issues affecting communities.
- Ensure that all individuals have access to the full range of available policing services and other referrals.
- Decrease the number of complaints against the police regarding unprofessional conduct.

SCOPE

This policy affects all sworn and unsworn members of the Jamaica Constabulary Force, Island Special Constabulary Force and Rural Police. It encompasses all victims of crime, accused, witnesses or any concerned citizen who come in contact with the police, irrespective of individuality or grouping. It also extends to the general community since the JCF has a role to educate the community about prejudice-related violence as part of its crime prevention and reduction strategy.

Any citizen making a report at any police station must be issued with a receipt by the police officer taking the report.
Any citizen making a report at any police station must be issued with a receipt by the police officer taking the report.
JAMAICA CONSTABULARY FORCE POLICY ON DIVERSITY (CONT’D)

REFERENCES

This policy must be read in conjunction with:

- The Jamaican Constitution (The Charter of Rights and Freedoms);
- JCF policies, regulations, manuals and charter:
  - Jamaica Constabulary Force Citizens’ Charter
  - Jamaica Constabulary Force Manual for Community Policing Services Delivery
  - The Jamaica Police Manual
  - Jamaica Constabulary Core Values and Principles
  - Jamaica Constabulary Force Ethics and Integrity Policy
  - Police Public Interaction Policy and Standard Operating Procedures

IMPLEMENTATION

This policy should be implemented in accordance with the Standard Operating Procedure, guiding proper management, accountability, human right, service and ethics and effective law enforcement. The protocols established are aimed at fulfilling the mandate of the charter of rights which speaks to the fair and equitable treatment of all individuals, irrespective of their religion, ethnicity, sexual orientation, class, colour, creed, or political ideology.

For the purpose of the effective implementation of this policy, it is required that the subject of diversity be taught at all levels of the police academy and staff college. It is the responsibility of divisional commanders to ensure that all members under his or her command are sensitized and conversant with this policy and are able to deal professionally with issues relating to it.

JAMAICA CONSTABULARY FORCE PERSONS OF INTEREST POLICY

I. INTRODUCTION

The Constabulary Force Act gives the police the authority to enquire into the commission or suspected commission of a crime by requiring of any person to answer questions put to him/her by the police, regarding such crime. In some cases, this inquiry includes publishing, through the media, the names of persons who the police believe can assist in their investigations. These persons are termed “persons of interest.”

The concept “persons of interest” has been in use by law enforcement bodies across the world for some time now. It is however, not a euphemism for a suspect and is not to be confused with the term “wanted person”.

II. PURPOSE

The purpose of this policy is to set out procedural guidelines for members of the Jamaica Constabulary Force (JCF) in the naming, publication and general handling of “persons of interest”.

III. POLICY STATEMENTS

- It shall be the policy of the JCF to name an individual a “person of interest” only after the proper consideration of the established criteria for such designation;

- The Assistant Commissioner of Police in-charge of Criminal Investigation Branch (CIB) must give approval prior to the publishing of the names of persons of interest.

IV.

Person of Interest: Any person who the police believe may be able to assist in a criminal investigation. A person of interest can be a victim, a witness to a crime, the suspected perpetrator of the crime or someone associated with the suspect or victim.
DEFINITIONS (CONT’D)

Wanted Person: Any person in relation to whom a criminal investigation is well advanced, and therefore arrest is considered desirable to advance the course of justice. Usually warrants of arrest are prepared for wanted persons.

V. PROCEDURES

1. Designating of Persons of Interest

1.1 Determine whether a person can be designated a “person of interest”, based on the criteria outlined below:

i. Person is believed to have been involved in the commission of a crime
ii. Person is believed to be a perpetrator of a crime or crimes
iii. Person is a witness to a crime
iv. Person is associated with the victim or suspect of a crime
v. Person is a victim
vi. Person can assist the investigator with relevant information
vii. Several efforts to contact the person have been exhausted, including visits to the person’s workplace, residence, relatives/family, attorneys, etc.

Note: Satisfying any one of the criteria (# 1 through to #7) is sufficient for a “person of interest” designation.

2. Publication of Persons of Interest

2.1 Officer i/c division or formation should submit name(s) and relevant information to ACP i/c CIB for approval.

2.2 The ACP i/c CIB will vet to ensure that appropriate standard is met and there is justification for the publication of an individual as a “person of interest”.

2.3 The ACP i/c CIB will liaise with the Director of Communications regarding the publication of the “person of interest” to the public.

3. The processing of Persons of Interest, following publication

3.1 Where the person of interest makes contact with the police:

3.1.1 If the “person of interest” is a possible suspect:

1. He/she should be interviewed in the presence of his lawyer
2. He/she should be taken into custody if the interviewer is satisfied that the person of interest is involved in the commission of a crime
3. He/she should be allowed to leave if the interviewer is satisfied that he/she is not involved in the commission of a crime

3.1.2 If the person of interest is a potential witness or one who can provide useful information:

1. He/she should be interviewed and a statement collected
2. He/she should be allowed to leave
JAMAICA CONSTABULARY FORCE PERSONS OF INTEREST POLICY (CONT’D)

3.2 Where the person of interest does not make contact with the police the continued publishing of the name of the person(s) at the discretion of the ACP i/c CIB.

4. Cancellation of Publication

4.1 A person’s status as “person of interest” can be changed or cancelled as a result of the following:

- Mistaken identity
- Death of the person
- The person makes contact with the police
- If based on further investigation the Assistant Commissioner i/c CIB determine that the “person of interest” status should be removed.

4.2 Cancellations will be authorized by the ACP i/c CIB and communicated to the Director of Communications.

5. Roles and Responsibilities

5.1 Assistant Commissioner of Police in-charge of CIB:

5.1.1 Ensure all criteria for designating of “person of interest” are met for all names received from divisional officers and approve as is appropriate.

5.1.2 Contact Director of Communications regarding the publication of the names

5.1.3 Contact the Director of Communications regarding the cancellation of the designation “person of interest” when appropriate.

5.2 Director of Communications:

5.2.1 Collaborate with ACP i/c CIB as it relates to the publication of names of “person of interest”.

5.2.2 Contact media houses and supply names and appropriate information for publication.

5.2.3 Ensure that the circumstances surrounding the investigation which does not allow us to publish the name of any “person of interest” is properly explained in the media, if the decision is taken not to publish the name of such individual.

5.3 Divisional Officers:

5.3.1 Acquire information on the nature and gravity of the crime.

5.3.2 Determine if the person has met the criteria to be designated “person of interest” as outlined in this policy.

5.3.4 Submit the name(s) of the suspect(s) and circumstances surrounding the crime to the ACP i/c CIB with criteria as outlined in section V sub section 1.

5.3.5 Inform ACP i/c CIB of “persons of interest” who make contact with the police.
APPLICATION FOR THE CENTRE FOR THE INVESTIGATION OF SEXUAL OFFENCES AND CHILD ABUSE (CISOCA)- INVESTIGATION TEAM

Applications are invited from suitably qualified members of the Force from across the island of and below the rank of Sergeant who have been trained as registered nurses, medical technologists or who have been certified in related fields to be transferred to the Centre for the Investigation of Sexual Offences and Child Abuse (CISOCA) to join the Investigation Team at the unit.

Submissions should be made through your commanding officers to reach Assistant Commissioner of Police, CIB not later than Friday 2011-09-24.

RULES FOR USING THE JCF EMAIL SYSTEM

Although the use of email as a form of business communication has become so pervasive that the language has become more casual, it must be remembered that this is a business communication and therefore professionalism must be at the forefront at all times. The following are rules which must be at the forefront of the mind when utilising the JCF email system for business communication:

1. The JCF email system is a corporate resource of the JCF. It must not be used for personal matters.
2. It must not be used for transmitting chain letters.
3. It must not be used for transmitting obscene, libellous, racist, defamatory or otherwise offensive material.
4. If the matter is highly confidential it may be best not to use email for transmitting it.
5. Not all email users have large bandwidth so be careful not to forward exceedingly large files.
6. Email messages should be brief and to the point using professional language. Remember, this is a business tool.

REQUESTS FOR TYRES

All requests for tyres must be made to Transport and Repairs Division at Tom Redcam Drive as only authorised persons from Headquarters Transport and Repairs will be allowed to collect tyres from Tyres R’ Us.

As a result of the difficulties in locating invoices for tyres received by individuals who go to the above supplier to collect tyres, effective immediately, individual collection will not be facilitated by this company.

All requests for tyres must be submitted to Headquarters Transport and Repairs and applicants will be informed when they may be collected.

ELECTION OF MEMBERS TO THE EXECUTIVE COMMITTEE OF THE POLICE OFFICERS’ ASSOCIATION

The undermentioned persons were elected to the executive committee of the Police Officers’ Association at the Annual General Conference held on Thursday 18, August 2011 at Breezes Resorts and Spa, Runaway Bay, St. Ann.

Chairman: Mr Merrick Watson, SP Email: merrick.watson@jcf.gov.jm or merrickwatson@gmail.com Cell: 8395971 / 4244803

Vice Chairman: Mr Steve McGregor, SP, steveomcg11@yahoo.com Email: steve.mcgregor@jcf.gov.jm or Cell: 322 7548

Secretary Treasurer: Ms Catherine Lord, DSP Email: cathy.lord@yahoo.com Cell: 3638127

Asst. Sec. Treasurer: Mr Anthony McLaughlin, DSP Email: anthonyhmclaughlin@yahoo.com Cell: 3227939 / 8510290
ELECTION OF MEMBERS TO THE EXECUTIVE COMMITTEE OF THE POLICE OFFICERS’ ASSOCIATION (CONT’D)

Members:
Mr Michael James, SP
Email: jtawnyj@yahoo.com
Cell: 3224880

Mr Neville Knight, DSP
Email: Neville.knight@jcf.gov.jm or nevillknight@yahoo.com
Cell: 3228879 / 383 5640

Mr Glenford Hudson, SP
Email: gwinstonh45@yahoo.com
Cell: 8828471

Attached to this Order as Appendix ‘A’ is a letter of appreciation from the Chairman, Police Officers’ Association, Police Officers Club, 34 Hope Road, Kingston.

INCREASE IN CONTRIBUTION – POLICE OFFICERS ASSOCIATION

At the Police Officers’ Association Conference held at Breezes Hotel, Run-away Bay on Thursday August 18, 2011, the Conference voted for a one hundred percent increase in membership dues. The amount of two thousand dollars which will be drawn from your salary at source will take effect at the month end of September 2011.

This increase in dues will allow for an increase in benefits to members. As soon as the increases are applied to the various assistance packages the information will be promulgated for general information.

JCF TRANSFORMATION UPDATE

Attached to these Orders as Appendix ‘B’ is a copy of the JCF transformation update. This is a bi-monthly update on the implementation progress of the strategic review recommendations (2008).

Members are invited to send their questions and feedback to strategicreview@jcf.gov.jm

LETTERS OF APPRECIATION

Attached to these Orders as Appendices ‘C’ to ‘H’ are letters of appreciation from the following persons for general information:-

‘C’ Lt. Col, E.V. Johnson, Principal, St. Mary High School, Highgate P.O., St. Mary.
‘D’ Mrs. Nicola Grant-Dyer, Senior Librarian, Jamaica Library Service, St. Mary Parish Library, Claude Stuart Park, Port Maria P.O., St. Mary.
‘F’ Mr. Delroy Gordon, JP, Executive Director (Acting), Jamaica Cultural Development Commission, 3-5 Phoenix Avenue, P.O. Box 191, Kingston 10.

‘G’…………………………………………
LETTERS OF APPRECIATION (CONT’D)

‘G’ Mr. Christopher Emanuel, Chief Executive Officer, Jamaica Agricultural Society, 67 Church Street, P.O. Box 609, Kingston.

‘H’ Ms. Carla Ellis, Ed.D., Country Director, Peace Corps/Jamaica, 8 Worthington Avenue, Kingston 5.

Sub. No. 10 SCHEDULE FOR THE COLLECTION OF CERTIFICATES AND EXHIBITS FROM THE CHEMISTRY DEPARTMENT, FORENSIC LABORATORY

Attached to these Orders as Appendix ‘I’ is a schedule for the collection of certificates and exhibits from the Chemistry Department, Forensic Laboratory, for general information.

Mr. Owen L. Ellington, CD, JP, M.Sc., B.Sc.
Commissioner
The Jamaica Constabulary Force

Per:

Mr. Baldwin C. Burey, M.Sc., Dip. HRM, pjsc
Assistant Commissioner of Police
(ADMINISTRATION BRANCH)