

Annex A

EXAMPLES OF UNUSED MATERIAL THAT MAY BE CREATED OR USED DURING AN INVESTIGATION

Crime reporting and suspect identification

MG6C

999 voice tape
Exhibits not referred to in statements
Post arrest photographs
Details of other suspects arrested interviewed or questioned but not charged
Audio/video tapes of interviews of witnesses
Potential witnesses' details where no MG11 given
CCTV or other videos
Media releases by police
Fingerprint forms
Witness album documentation
ID procedure forms (except participant lists)

MG6C (cont'd)

Crime reports*
Incident log of messages *
Pocket books*
Custody records
Letter of complaint of crime*
First description of all suspects however and wherever recorded.
Material in police possession from third party
Plans or video of crime scene
Details of whether any witness has sought or received a reward+

MG6D

CHIS report
Offender profiles
Port warnings
Wanted/missing circulations
Crimestoppers
Force intelligence bureau material
Sensitive material in police possession from Social Services or Local Authority

Administration

MG6B

Police misconduct material (disciplinary findings/convictions etc)

MG6C

Road traffic crash reports
Vulnerable victim or witness profile
Message Switching System messages*+
Record of property recovered from crime scenes
Record of searches
Custody record
Post charge photograph
Lay visitors report
Holmes actions, messages and docs +
Family liaison logs +
Property recovered from crime scenes forms+

Investigation

MG6C

Scientific or SOCO findings not used as evidence
Draft statements or preparatory notes
DNA or other forensic material not used as evidence
MG11s from unwilling or unhelpful witnesses
Prompt notes for interviews
Medical Examiner reports for suspect or witnesses
Records of information provided e.g. in conversation
House to house enquiries+
Audiotape or written note of interview with witnesses notified by the accused

MG6D

Operational briefing/debriefing sheets
Policy files
Information in support of search or arrest warrants
RIPA authorities / documentation
Observations/surveillance logs

Forensic and medical records

MG6C

SOCO/IDO work sheets
File records
Pathologists' records
Dental records
Forensic scientist's records lab forms*
Hospital records relating to the condition which is the subject of the offence charged+

Third party

MG6

Note existence of...
Medical and dental records
Media material
Special procedure applications
Records held by other agencies
Records/material held by Social Services or local authority

+ Enter on MG6C unless would reveal sensitive material in which case list on MG6D, or consider editing.

* Edit sensitive entries from copies to be disclosed to defence eg address telephone numbers