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Forensic Evidence & Technical Services Command Crime Scene Services Branch

Regional Notification and Recall Guidelines

THE FOLLOWING DOCUMENT IS INTENDED AS A GUIDE ONLY AND INDICATES SOME OF THE TYPES OF CRIMES/INCIDENT CATEGORIES WHICH MAY NECESSITATE AN IMMEDIATE RECALL FOR REGIONAL AREAS OR THOSE WHERE A DELAYED RESPONSE MAY BE APPROPRIATE.

WHERE REGIONAL STAFF ARE ROSTERED ON AN AFTERNOON SHIFT, CONTACT IN THE FIRST INSTANCE SHOULD BE MADE WITH THAT OFFICER.

For all areas, where, due to the circumstances of the incident doubt exists regarding the need to respond, contact the Zone Coordinator for the relevant Zone for a deployment determination.

Where delaying attendance will likely compromise fragile physical evidence for any incident type contact the Zone Coordinator for determination of response.

If when assessing the request, the incident falls outside the criteria for an immediate recall, delayed attendance notification must be recorded on the crime scene communications log for the shift.

THE FOLLOWING CRIME/INCIDENT TYPES ARE INTENDED AS A GUIDE ONLY AND INDICATE THE TYPES OF CRIME/INCIDENT SCENES WHICH, POTENTIALLY, NECESSITATE CALL OUT ON A 24 HOUR BASIS:

	INVESTIGATION TYPE	AFTER HOURS RECALL	SITREP REQUIRED
1	CHEMICAL, BIOLOGICAL & RADIOLOGICAL (CBR) INCIDENTS	Recall and attend	Yes
2	HIGH PROFILE INCIDENTS ATTRACTING MAJOR POLITICAL OR MEDIA ATTENTION	Recall and attend	Yes
3	MURDER/MANSLAUGHTER (incl Attempt)	Recall and attend	Yes
4	SUSPICIOUS DEATHS	Recall and attend	Yes (IF LIKELY HOMICIDE)
5	SKELETAL REMAINS	Obtain background, location, consider access to site, likely hood of being human remains, can scene be secured and contact Zone Coordinator. Definitely Human (ie skull/hand/foot) Recall and attend	Yes
6	DISASTER VICTIM IDENTIFICATION (DVI) (multiple deceased)	Recall and attend	Yes
7	FATALITY a. Fires b. Industrial c. Aircraft d. Watercraft	Recall and attend (On call officer will escalate to Zone Coordinator is there are local issues, WHS issues – need more resources, AFSAB multiple fatalities etc.)	No
8	MOTOR VEHICLE a. Hit run - fatal b. Hit run - non fatal GBH Injury c. Dangerous Driving (criminal charge involved - no injury)	a. Crash Investigation Unit** b. Crash Investigation Unit ** c. No attendance/ or delayed attendance (vehicle exam)	**If not attending a detailed response including reasons why and the name of the declining officer is to be recorded. Where crash declined Recall and Attend

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	d. Fatal Road Accident - Non criminal - Driver deceased (including single vehicle)	d. Recall and attend	No
	e. Road accident (significant injury which death is believed to be the likely outcome)	e. Recall and Attend	No
9	SHOOTING/ FIREARM matters Firearm discharged at individual Firearm discharged at premises Accidental discharge deceased Firearm discharged – No damage/nil injury	Recall and attend Recall and attend Recall and attend No. Contact AM investigator for assessment.	Yes Yes Yes
CRITICAL INCIDENTS			
10	Death in Custody	Recall and attend	Yes
11	Police Pursuits - Fatal/serious injury	Crash Investigation Unit	** see above
12	Police Shootings - Discharge firearm - Firearms discharged at Police	Recall and attend Recall and attend	Yes Yes (see 3)
13	Escapees from Police premises a. Physical evidence at scene requiring forensic processing (biological evidence) b. Scene recording Only	a. Recall and attend b. Delayed attendance next working shift. Note in communications log	
14	Any PSC Investigation - Requiring Forensic Investigation	Recall and attend	
ASSAULTS			
15	Serious sexual assaults (eg. elderly victims, serious injury, unknown or multiple offender)	Recall and attend	Yes
16	Sexual assaults - No/low level violence. Known offender Crime Scene intact	Recall and attend	No
17	Assault/Aggravated B&E a. Serious (GBH) injury b. No violence / serious injury,	a. Recall and attend b. Delayed attendance Note in communications log.	Injury Dependent. Life Threatening - Yes No
18	Serious child abuse	a. Recall and attend	Yes

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PROPERTY OFFENCES			
19	Robbery (includes Armed Hold Up) a. Actual violence used/Physical injuries/Firearms produced b. No violence/No firearms produced	a. Recall and attend b. Delayed attendance next available shift. Note in communication log	No
PERSON OFFENCES			
20	Extortion a) High profile (significant commercial loss or media attention b) Other similar type incidents	a) Recall and attend b) Delayed Attendance. Note in communications log	Yes
21	Abduction/kidnapping	Recall and attend	Yes
DRUG MATTERS			
22	Clandestine laboratories	Contact Metro Ops Coordinator	
23	Large plantations	Delayed attendance. Note in communications log	
24	Large importations	Delayed attendance. Note in communications log. Contact Zone Coordinator Contact Metro Ops Coordinator	
BOMBINGS/IMPROVISED EXPLOSIVE DEVICE			
25	Post Blast Analysis (after <i>render safe procedure</i> completed)	Contact Zone Coordinator	Yes
FIRES (Structural Fires and Wildfires)			
26	a) Involving death or injury to any person. b) Serious Injury	a. Recall and attend for fatal fires to conduct an Initial scene appraisal / recording and body extraction. Full scene recording and examination may be delayed depending on time of incident/location etc	Death/Injury - Yes
27	The value of the damage or destruction to property apparently exceeds \$500,000.		No
28	The fire is likely to be high profile, of special interest or subject of media attention.	b Obtain background, location, consider access to site/WHS issues. Contact Zone Coordinator for deployment determination.	Yes
29	Upon request of the Minister or Coroner.	29,30,31 – Delayed Attendance if no fragile physical evidence. Exists.-Note in communication log.	
30	Where it is believed that a serial arsonist is operating within an area.	Contact Zone Coordinator for deployment determination.(May be a local agreement/plan in place with PD)	

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31	Where criminality is suspected	Obtain background, location, consider access to site/WHS issues. If no fragile physical evidence. Delayed response – Note in communication log.	
32	The cause of the fire is not known		
33	The cause of the fire is suspicious		
DECEASED			
34	Suicide	Recall and attend	No
35	No certificate and circumstances indicate unlikely to be issued	Recall and attend	
36	No certificate Attending police/detectives have indicated likely to be issued (eg Dr unable to be contacted)	No attendance	
37	a) Death in hospital - Admitted patient (surgery etc) b) Death occurred en-route – as a result of an incident elsewhere e.g fatality collision,	a) No attendance b) If investigation type 35- Recall and attend if 36 - No Attendance.	
38	Coroners direction	Recall and attend	
FORENSIC PROCEDURES			
40	Request for forensic sample e.g Penis Swab, Accelerant sample, GSR	Recall and attend	No
41	Request for photographs/seize clothing items	Delayed attendance or if straightforward no attendance.	

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