

Sexual Exploitation and Abuse

Management of Investigations Workshop



Session 2

Investigations

The ABCs of Investigation

- Principles of Investigations
- Investigation Planning Tool
- Investigation Report Outline
- Outcomes of Investigations
- IASC Protocol
- BSO Guidelines

General Guidance for Managing an investigation

- Know the procedures yourself
- Have a written plan
- Check the plan with investigation colleagues and your manager – remember the need for confidentiality
- Be alert to unforeseen difficulties and be prepared to manage and resolve issues
- Ensure that investigators know and follow procedures throughout

Managing Investigations: Critical Elements

- Follow procedures
- Initial Action
- Planning the Investigation
- Interviews

Managing Investigations: Critical Elements

- Timeline and structure
- Expertise and Independence of Investigation Team
- Use of contracts
- Concluding an investigation

Investigation Management Plan

Management Plan

- The investigator(s) is responsible for developing a detailed investigation plan
- The manager is responsible for developing a management plan on the overall conduct of the investigation.

Planning issues

There are several key considerations for managers:

- Support to victims and witnesses, including immediate security
- Confidentiality and information-sharing
- Skills matching
- Staff safety and support, including the SOC
- Media

Planning issues

- Integrity and thoroughness of the investigation
- Inter-agency management
- Resources – financial, human, other
- Expert advice – including legal advice
- Supervising recording of information and review processes and reporting
- Ensuring confidentiality maintained during document retention period