



SOUTH COAST BRITISH COLUMBIA  
TRANSPORTATION AUTHORITY  
POLICE SERVICE

## PRIME – STREET CHECKS

Effective Date: May 11, 2009  
Revised:

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### POLICY

1. As a participating agency of the Police Records Information Management Environment (PRIME), the South Coast British Columbia Transportation Authority Police Service (SCBTAPS) will comply with the PRIME-BC (corporate entity) user policy regarding Street Checks (Chapter 2.4).
2. SCBTAPS Members will not use Street Checks in lieu of a General Occurrence (GO) report, where a GO report is required.

**NOTE:** Chapter 2.2 of the PRIME-BC Operational Policy and Procedures Manual specifies the guidelines of when a GO should be submitted.

### REASON FOR POLICY

3. To enable SCBTAPS to comply with PRIME-BC Operational Policy and Procedures.
4. To ensure SCBTAPS personnel maintain consistent standards and processes for the creation of Street Checks records.

### PROCEDURES

5. Street Checks are a unique kind of report that allows Members to document what they perceive to be suspicious or pertinent information. It is concluded upon initial entry and is used as a reminder that a person or vehicle was in a particular location on a certain date. Street Checks are a valuable method of tracking intelligence information gathered by front line officers.
6. Street Checks will be used when a Member conducts a routine check of suspicious activity and a formal report is not required. Street Checks can be submitted on PRIME for 'Persons', 'Unknown Persons', 'Institutions', 'Vehicles' or 'Vessels'.
7. A Street Check shows the relationship between people, vehicles and places in a particular moment in time. They can provide information to police in future investigations. Street Checks do not take the place of a GO. A GO will capture statistical information whereas a Street Check will not.

8. Members will ensure that the event being entered on PRIME does not require a GO. Where a reportable event occurs, per Canadian Center for Justice Statistics (CCJS) standards, the investigating Members must submit a GO report, and not use the Street Check facility.
9. When completing a Street Check, the Member will leave the incident number to its default setting as PRIME will auto-generate the Street Check number.
10. Members will index as entities all persons, vehicles and locations involved in the Street Check.
11. Members must code all entities with a primary role code of (10) “Street Check”, and use secondary codes as appropriate (e.g., “Registered Owner”, “Driver”, “Passenger” etc.).
12. Member must complete the Synopsis page (within the Street Check facility) outlining the circumstances and results of the check.
13. SCBCTAPS will not use Street Checks for purposes other than those stated in sections 5 to 7 of this policy chapter, unless otherwise authorized by the Member’s Supervisor. If so authorized, a determination will be made as to whether a Synopsis page is required in those specific circumstances.
14. If a Street Check is submitted, and it is subsequently determined that it is related to an Event, the two must be linked through Related Events by the Reader or Supervisor.