

POLICE POWERS AND PROCEDURES ACT 1998

CODE C

CODE OF PRACTICE FOR THE DETENTION, TREATMENT AND QUESTIONING OF
PERSONS BY POLICE OFFICERS

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1 General

- 1.0 The powers and procedures in this Code must be used fairly, responsibly, with respect for the people to whom they apply and without unlawful discrimination. When police officers are carrying out their functions they also have a duty to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, to advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it, and to take steps to foster good relations between those persons. See *Notes 1A* and *1AA*.
- 1.1 All persons in custody must be dealt with expeditiously, and released as soon as the need for detention no longer applies.
- 1.1A A custody officer must perform the functions in this Code as soon as practicable. A custody officer will not be in breach of this Code if delay is justifiable and reasonable steps are taken to prevent unnecessary delay. The custody record shall show when a delay has occurred and the reason. See *Note 1H*.
- 1.2 This Code of Practice must be readily available at all police stations for consultation by:
- police officers;
 - police staff;
 - detained persons;
 - members of the public.
- 1.3 The provisions of this Code:
- include the *Annexes*
 - do not include the *Notes for Guidance*.
- 1.4 If an officer has any suspicion, or is told in good faith, that a person of any age may be mentally disordered or otherwise mentally vulnerable, in the absence of clear evidence to dispel that suspicion, the person shall be treated as such for the purposes of this Code. See *Note 1G*.
- 1.5 If anyone appears to be under 18, they shall in the absence of clear evidence that they are older, be treated as a juvenile for the purposes of this Code and any other Code.
- 1.5A Not used.
- 1.6 If a person appears to be blind, seriously visually impaired, deaf, unable to read or speak or has difficulty orally because of a speech impediment, they shall be treated as such for the purposes of this Code in the absence of clear evidence to the contrary.
- 1.7 'The appropriate adult' means, in the case of a:
- (a) juvenile:

- (i) the parent, guardian or, if the juvenile is in the care of the Department of Health and Social Care (DHSC) or voluntary organisation, a person representing the DHSC or organisation (see *Note 1B*);
 - (ii) a social worker employed by the DHSC (see *Note 1C*);
 - (iii) failing these, some other responsible adult aged 18 or over who is not a police officer or employed by the police or an Isle of Man Government employee working at the direction of the police.
- (b) person who is mentally disordered or mentally vulnerable: See *Note 1D*.
- (i) a relative, guardian or other person responsible for their care or custody;
 - (ii) someone experienced in dealing with mentally disordered or mentally vulnerable people but who is not a police officer or employed by the police or an Isle of Man Government employee working at the direction of the police;
 - (iii) failing these, some other responsible adult aged 18 or over who is not a police officer or employed by the police or an Isle of Man Government employee working at the direction of the police.
- 1.8 If this Code requires a person be given certain information, they do not have to be given it if at the time they are incapable of understanding what is said, are violent or may become violent or in urgent need of medical attention, but they must be given it as soon as practicable.
- 1.9 References to a custody officer include any person who for the time being, is performing the functions of a custody officer.
- 1.9A When this Code requires the prior authority or agreement of an officer of at least chief inspector for continued detention, that authority may be given by an inspector authorised to perform the functions of the higher rank under the Police Powers and Procedures Act 1998 (PPPA), section 45(1).
- 1.10 Subject to *paragraph 1.12*, this Code applies to people in custody at police stations in the Isle of Man, whether or not they have been arrested, and to those removed to a police station as a place of safety under the Mental Health Act 1998, sections 131 and 132, as a last resort (see *paragraph 3.16*). *Section 15* applies solely to people in police detention, e.g. those brought to a police station under arrest or arrested at a police station for an offence after going there voluntarily.
- 1.11 No part of this Code applies to a detained person:
- (a) to whom PPPA Code H applies because:
 - they are detained following arrest under section 30 of the Anti-Terrorism and Crime Act 2003 (ATCA) and not charged; or
 - *an authorisation has been given under section 41A of ATCA (post-charge questioning of terrorist suspects) to interview them.*

- (b) to whom the Code of Practice issued under paragraph 6 of Schedule 12 to ATCA applies because they are detained for examination under Schedule 7 to ATCA.

1.12 This Code does not apply to people in custody:

- (i) not used;
- (ii) arrested under the Immigration and Asylum Act 1999 (of Parliament), section 142(3), as extended and applied to the Isle of Man¹, in order to have their fingerprints taken;
- (iii) whose detention is authorised under Schedules 2 or 3 to the Immigration Act 1971 (of Parliament) or section 62 of the Nationality, Immigration and Asylum Act 2002 (of Parliament), as extended and applied to the Isle of Man¹.
- (iv) who are convicted or remanded detainees are held in police cells under section 15 of the Custody Act 1995;
- (v) Not used.
- (vi) detained for searches under stop and search powers except as required by Code A.

The provisions on conditions of detention and treatment in *sections 8 and 9* must be considered as the minimum standards of treatment for such detainees.

1.13 In this Code:

- (a) “police staff” means a person working for, or at the direction of, the police force who is not a police officer;
- (b) not used;
- (c) where a search or other procedure to which this Code applies may only be carried out or observed by a person of the same sex as the detainee, the gender of the detainee and other parties present should be established and recorded in line with Annex L of this Code.

1.14 Not used.

1.15 Nothing in this Code prevents the custody officer, or other officer given custody of the detainee, from allowing police staff to carry out individual procedures or tasks at the police station if the law allows.

1.16 Police staff must have regard to any relevant provisions of the Codes of Practice.

1.17 References to pocket books include any official report book issued to police officers or other police staff, Isle of Man Government employees and any other person working under the direction of the police force.

¹ The Immigration (Isle of Man) Order 2008 [SI 2008 No. 680] (of Parliament).

Notes for Guidance

- 1A *Although certain sections of this Code apply specifically to people in custody at police stations, those there voluntarily to assist with an investigation should be treated with no less consideration, e.g. offered refreshments at appropriate times, and enjoy an absolute right to obtain legal advice or communicate with anyone outside the police station.*
- 1AA *In paragraph 1.0, ‘relevant protected characteristic’ includes: age, disability, gender reassignment, pregnancy and maternity, race, religion/belief, sex and sexual orientation.*
- 1B *A person, including a parent or guardian, should not be an appropriate adult if they:*
- *are:*
 - ~ *suspected of involvement in the offence;*
 - ~ *the victim;*
 - ~ *a witness;*
 - ~ *involved in the investigation.*
 - *received admissions prior to attending to act as the appropriate adult.*
- Note: If a juvenile’s parent is estranged from the juvenile, they should not be asked to act as the appropriate adult if the juvenile expressly and specifically objects to their presence.*
- 1C *If a juvenile admits an offence to, or in the presence of, a social worker or member of a youth offending team other than during the time that person is acting as the juvenile’s appropriate adult, another appropriate adult should be appointed in the interest of fairness.*
- 1D *In the case of people who are mentally disordered or otherwise mentally vulnerable, it may be more satisfactory if the appropriate adult is someone experienced or trained in their care rather than a relative lacking such qualifications. But if the detainee prefers a relative to a better qualified stranger or objects to a particular person their wishes should, if practicable, be respected.*
- 1E *A detainee should always be given an opportunity, when an appropriate adult is called to the police station, to consult privately with an advocate in the appropriate adult’s absence if they want. An appropriate adult is not subject to legal privilege.*
- 1F *An advocate or independent custody visitor present at the police station in that capacity may not be the appropriate adult.*
- 1G *‘Mentally vulnerable’ applies to any detainee who, because of their mental state or capacity, may not understand the significance of what is said, of questions or of their replies. ‘Mental disorder’ is defined in the Mental Health Act 1998, section 1(2) as ‘mental illness, arrested or incomplete development of mind, psychopathic disorder and any other disorder or disability of mind’ and mentally disordered should be construed accordingly. When the custody officer has any doubt about the mental state or capacity of a detainee, that detainee should be treated as mentally vulnerable and an appropriate adult called.*
- 1H *Paragraph 1.1A is intended to cover delays which may occur in processing detainees e.g. if:*

- *a large number of suspects are brought into the station simultaneously to be placed in custody;*
- *interview rooms are all being used;*
- *there are difficulties contacting an appropriate adult, advocate or interpreter.*

1I *The custody officer must remind the appropriate adult and detainee about the right to legal advice and record any reasons for waiving it in accordance with section 6.*

1J *Not used.*

1K *This Code does not affect the principle that all citizens have a duty to help police officers to prevent crime and discover offenders. This is a civic rather than a legal duty; but when police officers are trying to discover whether, or by whom, offences have been committed they are entitled to question any person from whom they think useful information can be obtained, subject to the restrictions imposed by this Code. A person's declaration that they are unwilling to reply does not alter this entitlement.*

1L *Not used.*

1M *Not used.*

2 Custody records

2.1A When a person:

- is brought to a police station under arrest
- is arrested at the police station having attended there voluntarily or
- attends a police station to answer bail

they must be brought before the custody officer as soon as practicable after their arrival at the station or if applicable, following their arrest after attending the police station voluntarily. This applies to both designated and non-designated police stations. A person is deemed to be "at a police station" for these purposes if they are within the boundary of any building or enclosed yard which forms part of that police station.

2.1 A separate custody record must be opened as soon as practicable for each person brought to a police station under arrest or arrested at the station having gone there voluntarily or attending a police station in answer to street bail. All information recorded under this Code must be recorded as soon as practicable in the custody record unless otherwise specified. Any audio or video recording made in the custody area is not part of the custody record.

2.2 If any action requires the authority of an officer of a specified rank, subject to *paragraph 2.6A*, their name and rank must be noted in the custody record. For the purposes of brevity this may be limited to the initials and ID number of the officer in question.

- 2.3 The custody officer is responsible for the custody record's accuracy and completeness and for making sure the record or copy of the record accompanies a detainee if they are transferred to another place. The record shall show the:
- time and reason for transfer;
 - time a person is released from detention.
- 2.3A If a person is arrested and taken to a police station as a result of a search in the exercise of any stop and search power to which PPPA Code A (Stop and search) or the 'search powers code' issued under ATCA applies, the officer carrying out the search is responsible for ensuring that the record of that stop and search is made as part of the person's custody record. The custody officer must then ensure that the person is asked if they want a copy of the search record and if they do, that they are given a copy as soon as practicable. The person's entitlement to a copy of the search record which is made as part of their custody record is in addition to, and does not affect, their entitlement to a copy of their custody record or any other provisions of section 2 (Custody records) of this Code. (See Code A *paragraph 4.2B* and the ATCA search powers code *paragraph 5.3.5*). A record will also be added to the central search register.
- 2.4 The detainee's advocate and appropriate adult must be permitted to inspect the whole of the detainee's custody record as soon as practicable after their arrival at the station and at any other time on request, whilst the person is detained. This includes the following *specific* records relating to the reasons for the detainee's arrest and detention and the offence concerned, to which *paragraph 3.1(b)* refers:
- (a) The information about the circumstances and reasons for the detainee's arrest as recorded in the custody record in accordance with *paragraph 4.3 of Code G*. This applies to any further offences for which the detainee is arrested whilst in custody;
 - (b) The record of the grounds for each authorisation to keep the person in custody. The authorisations to which this applies are the same as those described at items (i)(a) to (d) in the table in *paragraph 2 of Annex M* of this Code. Access to the records in *sub-paragraphs (a) and (b)* is *in addition* to the requirements in *paragraphs 3.4(b), 11.1A, 15.0, 15.7A(c) and 16.7A* to make certain documents and materials available and to provide information about the offence and the reasons for arrest and detention. Access to the custody record for the purposes of this paragraph must be arranged and agreed with the custody officer and may not unreasonably interfere with the custody officer's duties. A record shall be made when access is allowed and whether it includes the records described in *sub-paragraphs (a) and (b)* above.
- 2.4A When a detainee leaves police detention or is taken before a court they, their legal representative or appropriate adult shall be given, on request, a copy of the custody record as soon as practicable. This entitlement lasts for 12 months after release.

- 2.5 The detainee, appropriate adult or legal representative shall be permitted to inspect the original custody record after the detainee has left police detention provided they give reasonable notice of their request. Any such inspection shall be noted in the custody record.
- 2.6 Subject to *paragraph 2.6A*, all entries in custody records must be timed and signed by the maker. Records entered on computer shall be timed and contain the operator's identification.
- 2.6A Nothing in this Code requires the identity of officers or other police staff to be recorded or disclosed:
- (a) Not used.
 - (b) if the officer or police staff reasonably believe recording or disclosing their name might put them in danger.
- In these cases, they shall use their warrant or other identification numbers. See *Note 2A*.
- 2.7 The fact and time of any detainee's refusal to sign a custody record, when asked in accordance with this Code, must be recorded.

Note for Guidance

- 2A *The purpose of paragraph 2.6A(b) is to protect those involved in serious organised crime investigations or arrests of particularly violent suspects when there is reliable information that those arrested or their associates may threaten or cause harm to those involved. In cases of doubt, an officer of inspector rank or above should be consulted.*

3 Initial action

(a) Detained persons - normal procedure

- 3.1 When a person is brought to a police station under arrest or arrested at the station having gone there voluntarily, the custody officer must make sure the person is told clearly about:
- (a) the following continuing rights, which may be exercised at any stage during the period in custody:
 - (i) their right to consult privately with an advocate and that free independent legal advice is available as in *section 6*;
 - (ii) their right to have someone informed of their arrest as in *section 5*;
 - (iii) their right to consult the Codes of Practice (see *Note 3D*); and
 - (iv) if applicable, their right to interpretation and translation (see *paragraph 3.12*) and their right to communicate with their High Commission, Embassy or Consulate (see *paragraph 3.12A*).
 - (b) their right to be informed about the offence and (as the case may be) any further offences for which they are arrested whilst in custody and why they

have been arrested and detained in accordance with *paragraphs 2.4, 3.4(a) and 11.1A* of this Code and *paragraph 3.3* of Code G.

3.2 The detainee must also be given a written notice, which contains information:

- (a) setting out:
 - (i) their rights under paragraph 3.1, paragraph 3.12 and 3.12A;
 - (ii) the arrangements for obtaining legal advice, see section 6;
 - (iii) their right to a copy of the custody record as in paragraph 2.4A;
 - (iv) their right to remain silent as set out in the caution in the terms prescribed in section 10;
 - (v) their right to have access to materials and documents which are essential to effectively challenging the lawfulness of their arrest and detention for any offence and (as the case may be) any further offences for which they are arrested whilst in custody, in accordance with paragraphs 3.4(b), 15.0, 15.7A(c) and 16.7A of this Code;
 - (vi) the maximum period for which they may be kept in police detention without being charged, when detention must be reviewed and when release is required.
 - (vii) their right to medical assistance in accordance with section 9 of this Code
 - (viii) not used.
- (b) briefly setting out their other entitlements while in custody, by:
 - (i) mentioning:
 - ~ the provisions relating to the conduct of interviews;
 - ~ the circumstances in which an appropriate adult should be available to assist the detainee and their statutory rights to make representations whenever the need for their detention is reviewed.
 - (ii) listing the entitlements in this Code, concerning
 - ~ reasonable standards of physical comfort;
 - ~ adequate food and drink;
 - ~ access to toilets and washing facilities, clothing, medical attention, and exercise when practicable.

See *Note 3A*.

3.2A The detainee must be given an opportunity to read the notice and shall be asked to sign the custody record to acknowledge receipt of the notice. Any refusal to sign must be recorded on the custody record.

3.3 *Not used.*

3.3A An ‘easy read’ illustrated version should also be provided if available (see *Note 3A*).

3.4(a) The custody officer shall:

- record the offence(s) that the detainee has been arrested for and the reason(s) for the arrest on the custody record. See *paragraph 10.3 and Code G paragraphs 2.2 and 4.3*;
- note on the custody record any comment the detainee makes in relation to the arresting officer’s account but shall not invite comment. If the arresting officer is not physically present when the detainee is brought to a police station, the arresting officer’s account must be made available to the custody officer remotely or by a third party on the arresting officer’s behalf. If the custody officer authorises a person’s detention, subject to *paragraph 1.8*, that officer must record the grounds for detention in the detainee’s presence and at the same time, inform them of the grounds. The detainee must be informed of the grounds for their detention before they are questioned about any offence;
- note any comment the detainee makes in respect of the decision to detain them but shall not invite comment;
- not put specific questions to the detainee regarding their involvement in any offence, nor in respect of any comments they may make in response to the arresting officer’s account or the decision to place them in detention. Such an exchange is likely to constitute an interview as in *paragraph 11.1A* and require the associated safeguards in *section 11*.

Note: This *sub-paragraph* also applies to any further offences and grounds for detention which come to light whilst the person is detained. See *paragraph 11.13* in respect of unsolicited comments.

(b) Documents and materials which are essential to effectively challenging the lawfulness of the detainee’s arrest and detention must be made available to the detainee or their advocate. Documents and materials will be “essential” for this purpose if they are capable of undermining the reasons and grounds which make the detainee’s arrest and detention *necessary*. The decision about whether particular documents or materials must be made available for the purpose of this requirement therefore rests with the custody officer who determines whether detention is necessary, in consultation with the investigating officer who has the knowledge of the documents and materials in a particular case necessary to inform that decision. A note should be made in the detainee’s custody record of the *fact* that documents or materials have been made available under this sub-paragraph and when. The investigating officer should make a separate note of what is made available and how it is made available in a particular case. This sub-paragraph also applies (with modifications) for the purposes of *sections 15 (Reviews and extensions of detention)* and *16 (Charging detained persons)*. See *Note 3ZA* and *paragraphs 15.0 and 16.7A*.

- 3.5 The custody officer or other custody staff as directed by the custody officer shall:
- (a) ask the detainee whether at this time, they:
 - (i) would like legal advice, see *paragraph 6.5*;
 - (ii) want someone informed of their detention, see *section 5*;
 - (b) ask the detainee to sign the custody record to confirm their decisions in respect of (a);
 - (c) determine whether the detainee:
 - (i) is, or might be, in need of medical treatment or attention, see *section 9*;
 - (ii) requires:
 - an appropriate adult (see *paragraphs 1.4, 1.5, and 3.15*);
 - help to check documentation (see *paragraph 3.20*);
 - an interpreter (see *paragraph 3.12 and Note 13B*).
 - (d) record the decision in respect of (c).

Where any duties under this paragraph have been carried out by custody staff at the direction of the custody officer, the outcomes shall, as soon as practicable, be reported to the custody officer who retains overall responsibility for the detainee's care and treatment and ensuring that it complies with this Code. See *Note 3F*.

- 3.6 When these needs are determined, the custody officer is responsible for initiating an assessment to consider whether the detainee is likely to present specific risks to custody staff or themselves. Such assessments should always include a check on the Police National Computer and local databases, to be carried out as soon as practicable, to identify any risks highlighted in relation to the detainee. Although such assessments are primarily the custody officer's responsibility, it may be necessary for them to consult and involve others, e.g. the arresting officer or an appropriate healthcare professional, see *paragraph 9.13*. Reasons for delaying the initiation or completion of the assessment must be recorded.
- 3.7 The Chief Constable should ensure that arrangements for proper and effective risk assessments required by *paragraph 3.6* are implemented in respect of all detainees at police stations.
- 3.8 Risk assessments must follow a structured process which clearly defines the categories of risk to be considered and the results must be incorporated in the detainee's custody record. The custody officer is responsible for making sure those responsible for the detainee's custody are appropriately briefed about the risks. If no specific risks are identified by the assessment, that should be noted in the custody record. See *Note 3E* and *paragraph 9.14*.
- 3.8A The content of any risk assessment and any analysis of the level of risk relating to the person's detention is not required to be shown or provided to the detainee or any person acting on behalf of the detainee. But information should not be withheld

from any person acting on the detainee's behalf, for example, an appropriate adult, advocate or interpreter, if to do so might put that person at risk.

3.9 The custody officer is responsible for implementing the response to any specific risk assessment, e.g.:

- reducing opportunities for self-harm;
- calling an appropriate healthcare professional;
- increasing levels of monitoring or observation;
- reducing the risk to those who come into contact with the detainee.

See *Note 3E*.

3.10 Risk assessment is an ongoing process and assessments must always be subject to review if circumstances change.

3.11 If video cameras are installed in the custody area, notices shall be prominently displayed showing cameras are in use. Any request to have video cameras switched off shall be refused.

(b) *Detained persons - special groups*

3.12 If the detainee appears to be someone who does not speak or understand English or who has a hearing or speech impediment, the custody officer must ensure:

- (a) that without delay, an interpreter is called for assistance in the action under *paragraphs 3.1 to 3.5*. If the person appears to have a hearing or speech impediment, the reference to 'interpreter' includes appropriate assistance necessary to comply with *paragraphs 3.1 to 3.5*. See *section 13* and *Note 13B*;
- (b) that in addition to the continuing rights set out in *paragraph 3.1(a)(i) to (iv)*, the detainee is told clearly about their right to interpretation and translation;
- (c) that the written notice given to the detainee in accordance with *paragraph 3.2* is in a language the detainee understands and includes the right to interpretation and translation together with information about the provisions in *section 13* and *Annex M*, which explain how the right applies (see *Note 3A*); and
- (d) that if the translation of the notice is not available, the information in the notice is given through an interpreter and a written translation provided without undue delay.

3.12A If the detainee is a citizen of an independent Commonwealth country or a national of a foreign country, including the Republic of Ireland, the custody officer must ensure that in addition to the continuing rights set out in *paragraph 3.1(a)(i) to (iv)*, they are informed as soon as practicable about their rights of communication with their High Commission, Embassy or Consulate set out in *section 7*. This right must be included in the written notice given to the detainee in accordance with *paragraph 3.2*.

3.13 If the detainee is a juvenile, the custody officer must, if it is practicable, ascertain the identity of a person responsible for their welfare. That person:

- may be:
 - ~ the parent or guardian;
 - ~ if the juvenile is in DHSC or voluntary organisation care, or is otherwise being looked after under the Children and Young Persons Act 2001, a person appointed by the DHSC or an organisation to have responsibility for the juvenile's welfare;
 - ~ any other person who has, for the time being, assumed responsibility for the juvenile's welfare.
- must be informed as soon as practicable that the juvenile has been arrested, why they have been arrested and where they are detained.

This right is in addition to the juvenile's right in *section 5* not to be held incommunicado. See *Note 3C*.

3.14 If a juvenile is known to be subject to a court order under which a person or organisation is given any degree of statutory responsibility to supervise or otherwise monitor them, reasonable steps must also be taken to notify that person or organisation.

3.15 If the detainee is a juvenile, mentally disordered or otherwise mentally vulnerable, the custody officer must, as soon as practicable:

- inform the appropriate adult, who in the case of a juvenile may or may not be a person responsible for their welfare, as in *paragraph 3.13*, of:
 - ~ the grounds for their detention;
 - ~ their whereabouts.
- ask the adult to come to the police station to see the detainee.

3.16 It is imperative that a mentally disordered or otherwise mentally vulnerable person, detained under the Mental Health Act 1998, section 132, be assessed as soon as possible. A police station should only be used as a place of safety as a last resort but if that assessment is to take place at the police station, an approved mental health professional and a registered medical practitioner shall be called to the station as soon as possible to carry it out. See *Note 9D*. The appropriate adult has no role in the assessment process and their presence is not required. Once the detainee has been assessed and suitable arrangements made for their treatment or care, they can no longer be detained under section 132. A detainee must be immediately discharged from detention under section 132 if a registered medical practitioner, having examined them, concludes they are not mentally disordered within the meaning of the Act.

3.17 If the appropriate adult is:

- already at the police station, the provisions of *paragraphs 3.1 to 3.5* must be complied with in the appropriate adult's presence;
- not at the station when these provisions are complied with, they must be complied with again in the presence of the appropriate adult when they arrive, and a copy of the notice given to the detainee in accordance with *paragraph 3.2*, shall also be given to the appropriate adult.

3.18 The detainee shall be advised that:

- the duties of the appropriate adult include giving advice and assistance;
- they can consult privately with the appropriate adult at any time.

3.19 If the detainee, or appropriate adult on the detainee's behalf, asks for an advocate to be called to give legal advice, the provisions of *section 6* apply.

3.20 If the detainee is blind, seriously visually impaired or unable to read, the custody officer shall make sure their advocate, relative, appropriate adult or some other person likely to take an interest in them and not involved in the investigation is available to help check any documentation. When this Code requires written consent or signing the person assisting may be asked to sign instead, if the detainee prefers. This paragraph does not require an appropriate adult to be called solely to assist in checking and signing documentation for a person who is not a juvenile, or mentally disordered or otherwise mentally vulnerable (see *paragraph 3.15* and *Note 13C*).

(c) *Persons attending a police station or elsewhere voluntarily*

3.21 Anybody attending a police station or other location (see *paragraph 3.22*) voluntarily to assist police with the investigation of an offence may leave at will unless arrested. See *Note 1K*. The person may only be prevented from leaving at will if their arrest on suspicion of committing the offence is necessary in accordance with Code G. See *Code G Note 2G*.

(a) If during an interview it is decided that their arrest is necessary, they must:

- be informed at once that they are under arrest and of the grounds and reasons as required by *Code G*, and
- be brought before the custody officer at the police station where they are arrested or, as the case may be, at the police station to which they are taken after being arrested elsewhere. The custody officer is then responsible for making sure that a custody record is opened and that they are notified of their rights in the same way as other detainees as required by this Code.

(b) If they are not arrested but are cautioned as in *section 10*, the person who gives the caution must, at the same time, inform them they are not under arrest, they are not obliged to remain at the station or other location but if

they agree to remain, they may obtain free and independent legal advice if they want. They shall also be given a copy of the notice explaining the arrangements for obtaining legal advice and told that the right to legal advice includes the right to speak with an advocate on the telephone and be asked if they want advice. If advice is requested, the interviewer is responsible for securing its provision without delay. The interviewer must ensure that other provisions of this Code and Codes E and F concerning the conduct and recording of interviews of suspects and the rights and entitlements and safeguards for suspects who have been arrested and detained are followed insofar as they can be applied to suspects who are not under arrest. This includes:

- informing them of the offence and, as the case may be, any further offences, they are suspected of and the grounds and reasons for that suspicion and their right to be so informed (see *paragraph 3.1(b)*);
- the caution as required in *section 10*;
- determining whether they require an appropriate adult and help to check documentation (see *paragraph 3.5(c)(ii)*); and
- determining whether they require an interpreter and the provision of interpretation and translation services and informing them of that right. See *paragraphs 3.1(a)(iv), 3.5(c)(ii) and 3.12, Note 6B and section 13*. but does not include any requirement to provide a written notice in addition to that above which concerns the arrangements for obtaining legal advice.

3.22 If the other location mentioned in *paragraph 3.21* is any place or premises for which the interviewer requires the person's informed consent to remain, for example, the person's home, then the references that the person is 'not obliged to remain' and that they 'may leave at will' mean that the person may also withdraw their consent and require the interviewer to leave.

(d) Documentation

3.23 The grounds for a person's detention shall be recorded, in the person's presence if practicable. See *paragraph 1.8*.

3.24 Action taken under *paragraphs 3.12 to 3.20* shall be recorded.

(e) Persons answering street bail

3.25 When a person is answering street bail, the custody officer should link any documentation held in relation to arrest with the custody record. Any further action shall be recorded on the custody record in accordance with *paragraphs 3.23 and 3.24* above.

(f) Requirements for suspects to be informed of certain rights

3.26 The provisions of this section identify the information which must be given to suspects who have been cautioned in accordance with *section 10 of this Code* according to whether or not they have been arrested and detained. It includes information required by the right to information in criminal proceedings. If a complaint is made by or on behalf of such a suspect that the information and (as the case may be) access to records and documents has not been provided as required, the matter shall be reported to an inspector to deal with as a complaint for the purposes of *paragraph 9.2*, or *paragraph 12.9* if the challenge is made during an interview. This would include, for example:

(a) in the case of a detained suspect:

- not informing them of their rights (see *paragraph 3.1*);
- not giving them a copy of the Notice (see *paragraph 3.2(a)*);
- not providing an opportunity to read the notice (see *paragraph 3.2A*);
- not providing the required information (see *paragraphs 3.2(a)*, *3.12(b)* and *3.12A*);
- not allowing access to the custody record (see *paragraph 2.4*);
- not providing a translation of the Notice (see *paragraph 3.12(c)* and *(d)*); and

(b) in the case of a suspect who is not detained:

- not informing them of their rights or providing the required information (see *paragraph 3.21(b)*).

Notes for Guidance

3ZA For the purposes of *paragraphs 3.4(b)* and *15.0*:

- (a) *Investigating officers are responsible for bringing to the attention of the officer who is responsible for authorising the suspect's detention or (as the case may be) continued detention (before or after charge), any documents and materials in their possession or control which appear to undermine the need to keep the suspect in custody. In accordance with Part IV of PPPA, this officer will be either the custody officer, the officer reviewing the need for detention before or after charge (PPPA, section 40 and 41), or the officer considering the need to extend detention without charge from 24 to 48 hours (PPPA, section 45) who is then responsible for determining, which, if any, of those documents and materials are capable of undermining the need to detain the suspect and must therefore be made available to the suspect or their advocate.*
- (b) *the way in which documents and materials are 'made available', is a matter for the investigating officer to determine on a case by case basis and having regard to the nature and volume of the documents and materials involved. For example, they may be made available by supplying a copy or allowing supervised access to view.*

However, for view only access, it will be necessary to demonstrate that sufficient time is allowed for the suspect and advocate to view and consider the documents and materials in question.

3A *Not used.*

3B *Not used.*

3C *If the juvenile is in DHSC or voluntary organisation care but living with their parents or other adults responsible for their welfare, although there is no legal obligation to inform them, they should normally be contacted, as well as the DHSC or organisation unless they are suspected of involvement in the offence concerned. Even if the juvenile is not living with their parents, consideration should be given to informing them.*

3D *The right to consult the Codes of Practice does not entitle the person concerned to delay unreasonably any necessary investigative or administrative action whilst they do so. Examples of action which need not be delayed unreasonably include:*

- *procedures requiring the provision of breath, blood or urine specimens under the Road Traffic Act 1985 or the Harbours Act 2010;*
- *searching detainees at the police station;*
- *taking fingerprints, footwear impressions or non-intimate samples without consent for evidential purposes.*

3E *The Detention and Custody Authorised Professional Practice (APP) produced by the College of Policing (see <http://www.app.college.police.uk>) provides more detailed guidance on risk assessments and identifies key risk areas which should always be considered.*

3F *A custody officer or other officer who, in accordance with this Code, allows or directs the carrying out of any task or action relating to a detainee's care, treatment, rights and entitlements to another person must be satisfied that the person concerned is suitable, trained and competent to carry out the task or action in question.*

3G *EU Directive 2012/13 may be used to give guidance as to best practice on the information which may need to be provided further to paragraph 3.26.*

4 Detainee's property

(a) Action

4.1 The custody officer is responsible for:

(a) ascertaining what property a detainee:

(i) has with them when they come to the police station, whether on:

- arrest or re-detention on answering to bail;
- commitment to prison custody on the order or sentence of a court;
- lodgement at the police station with a view to their production in court from prison custody;

- transfer from detention at another station or hospital;
- detention under the Mental Health Act 1998, section 131 or 132;
- remand into police custody on the authority of a court.

(ii) might have acquired for an unlawful or harmful purpose while in custody;

(b) the safekeeping of any property taken from a detainee which remains at the police station.

The custody officer may search the detainee or authorise their being searched to the extent they consider necessary, provided a search of intimate parts of the body or involving the removal of more than outer clothing is only made as in *Annex A*. A search may only be carried out by an officer of the same sex as the detainee. See *Note 4A* and *Annex L*.

4.2 Detainees may retain clothing and personal effects at their own risk unless the custody officer considers they may use them to cause harm to themselves or others, interfere with evidence, damage property, effect an escape or they are needed as evidence. In this event the custody officer may withhold such articles as they consider necessary and must tell the detainee why. Items of value may be held for safekeeping.

4.3 Personal effects are those items a detainee may lawfully need, use or refer to while in detention but do not include cash and other items of value.

(b) Documentation

4.4 A record should be made of the property a detained person has with him or had taken from him on arrest. Any record made is to be kept as part of the custody record. Whenever a record is made the detainee shall be allowed to check and sign the record of property as correct. Any refusal to sign shall be recorded.

4.5 If a detainee is not allowed to keep any article of clothing or personal effects, the reason must be recorded.

Notes for Guidance

4A *PPPA, Section 57(1) and paragraph 4.1 require a detainee to be searched when it is clear the custody officer will have continuing duties in relation to that detainee or when that detainee's behaviour or offence makes an inventory appropriate. They do not require every detainee to be searched, e.g. if it is clear a person will only be detained for a short period and is not to be placed in a cell, the custody officer may decide not to search them. In such a case the custody record will be endorsed 'not searched', paragraph 4.4 will not apply, and the detainee will be invited to sign the entry. If the detainee refuses, the custody officer will be obliged to ascertain what property they have in accordance with paragraph 4.1.*

4B *Paragraph 4.4 does not require the custody officer to record on the custody record property in the detainee's possession on arrest if, by virtue of its nature, quantity or size, it is not practicable to remove it to the police station.*

4C Paragraph 4.4 does not require items of clothing worn by the person to be recorded unless withheld by the custody officer as in paragraph 4.2.

5 Right not to be held incommunicado

(a) Action

5.1 Subject to paragraph 5.7B, any person arrested and held in custody at a police station or other premises may, on request, have one person known to them or likely to take an interest in their welfare informed at public expense of their whereabouts as soon as practicable. If the person cannot be contacted the detainee may choose up to two alternatives. If they cannot be contacted, the person in charge of detention or the investigation has discretion to allow further attempts until the information has been conveyed. See Notes 5C and 5D.

5.2 The exercise of the above right in respect of each person nominated may be delayed only in accordance with Annex B.

5.3 The above right may be exercised each time a detainee is taken to another police station.

5.4 If the detainee agrees, they may at the custody officer's discretion, receive visits from friends, family or others likely to take an interest in their welfare, or in whose welfare the detainee has an interest. See Note 5B.

5.5 If a friend, relative or person with an interest in the detainee's welfare enquires about their whereabouts, this information shall be given if the suspect agrees and Annex B does not apply. See Note 5D.

5.6 The detainee shall be given writing materials, on request, and allowed to telephone one person for a reasonable time, see Notes 5A and 5E. Either or both of these privileges may be denied or delayed if an officer of inspector rank or above considers sending a letter or making a telephone call may result in any of the consequences in:

(a) Annex B paragraphs 1 and 2 and the person is detained in connection with an offence triable on information;

(b) Not used.

Nothing in this paragraph permits the restriction or denial of the rights in paragraphs 5.1 and 6.1.

5.7 Before any letter or message is sent, or telephone call made, the detainee shall be informed that what they say in any letter, call or message (other than in a communication to an advocate) may be read or listened to and may be given in evidence. A telephone call may be terminated if it is being abused. The costs can be at public expense at the custody officer's discretion.

5.7A Any delay or denial of the rights in this section should be proportionate and should last no longer than necessary.

5.7B In the case of a person in police custody for specific purposes and periods in accordance with a direction or order under section 20 of the Custody Act 1995, the exercise of the rights in this section shall be subject to any additional conditions specified in the direction for the purpose of regulating the detainee's contact and communication with others whilst in police custody. See *Note 5F*.

(b) Documentation

5.8 A record must be kept of any:

- (a) request made under this section and the action taken;
- (b) letters, messages or telephone calls made or received or visit received;
- (c) refusal by the detainee to have information about them given to an outside enquirer. The detainee must be asked to countersign the record accordingly and any refusal recorded.

Notes for Guidance

5A *A person may request an interpreter to interpret a telephone call or translate a letter.*

5B *At the custody officer's discretion and subject to the detainee's consent, visits should be allowed when possible, subject to having sufficient personnel to supervise a visit and any possible hindrance to the investigation.*

5C *If the detainee does not know anyone to contact for advice or support or cannot contact a friend or relative, the custody officer should bear in mind any local voluntary bodies or other organisations who might be able to help. Paragraph 6.1 applies if legal advice is required.*

5D *In some circumstances it may not be appropriate to use the telephone to disclose information under paragraphs 5.1 and 5.5.*

5E *The telephone call at paragraph 5.6 is in addition to any communication under paragraphs 5.1 and 6.1.*

5F *Not used.*

6 Right to legal advice

(a) Action

6.1 Unless *Annex B* applies, all detainees must be informed that they may at any time consult and communicate privately with an advocate, whether in person, in writing or by telephone, and that free independent legal advice is available. See *paragraph 3.1, Notes 1I, 6B and 6J*

6.2 *Not used.*

6.3 A poster advertising the right to legal advice must be prominently displayed in the charging area of every police station. See *Note 6H*.

6.4 No police officer should, at any time, do or say anything with the intention of dissuading any person who is entitled to legal advice in accordance with this Code,

whether or not they have been arrested and are detained, from obtaining legal advice. See *Note 6ZA*.

- 6.5 The exercise of the right of access to legal advice may be delayed only as in *Annex B*. Whenever legal advice is requested, and unless *Annex B* applies, the custody officer must act without delay to secure the provision of such advice. If the detainee has the right to speak to an advocate in person but declines to exercise the right the officer should point out that the right includes the right to speak with an advocate on the telephone. If the detainee continues to waive this right (see *Note 6B*), the officer should ask them why and any reasons should be recorded on the custody record or the interview record as appropriate. Reminders of the right to legal advice must be given as in *paragraphs 3.5, 11.2, 15.4, 16.4, 16.5, 2B of Annex A, 3 of Annex K and 5 of Annex M* of this Code and Code D, *paragraphs 3.17(ii) and 6.3*. Once it is clear a detainee does not want to speak to an advocate in person or by telephone they should cease to be asked their reasons. See *Note 6K*.
- 6.5A In the case of a person who is a juvenile or is mentally disordered or otherwise mentally vulnerable, an appropriate adult should consider whether legal advice from an advocate is required. If the person indicates that they do not want legal advice, the appropriate adult has the right to ask for an advocate to attend if this would be in the best interests of the person. However, the person cannot be forced to see an advocate if they are adamant that they do not wish to do so.
- 6.6 A detainee who wants legal advice may not be interviewed or continue to be interviewed until they have received such advice unless:
- (a) *Annex B* applies, when the restriction on drawing adverse inferences from silence in *Annex C* will apply because the detainee is not allowed an opportunity to consult an advocate; or
 - (b) an officer of inspector rank or above has reasonable grounds for believing that:
 - (i) the consequent delay might:
 - lead to interference with, or harm to, evidence connected with an offence;
 - lead to interference with, or physical harm to, other people;
 - lead to serious loss of, or damage to, property;
 - lead to alerting other people suspected of having committed an offence but not yet arrested for it;
 - hinder the recovery of property obtained in consequence of the commission of an offence. See *Note 6A*
 - (ii) when an advocate, including a duty advocate, has been contacted and has agreed to attend, awaiting their arrival would cause unreasonable delay to the process of investigation.

Note: In these cases the restriction on drawing adverse inferences from silence in *Annex C* will apply because the detainee is not allowed an opportunity to consult an advocate.

- (c) the advocate the detainee has nominated or selected from a list:
- (i) cannot be contacted;
 - (ii) has previously indicated they do not wish to be contacted; or
 - (iii) having been contacted, has declined to attend; and
 - the detainee has been advised of the Duty Advocate Scheme but has declined to ask for the duty advocate;
 - in these circumstances the interview may be started or continued without further delay provided an officer of inspector rank or above has agreed to the interview proceeding.

Note: The restriction on drawing adverse inferences from silence in *Annex C* will not apply because the detainee is allowed an opportunity to consult the duty advocate;

- (d) the detainee changes their mind about wanting legal advice or (as the case may be) about wanting an advocate present at the interview and states that they no longer wish to speak to an advocate. In these circumstances, the interview may be started or continued without delay provided that:
- (i) an officer of inspector rank or above:
 - speaks to the detainee to enquire about the reasons for their change of mind (see *Note 6K*), and
 - makes, or directs the making of, reasonable efforts to ascertain the advocate's expected time of arrival and to inform the advocate that the suspect has stated that they wish to change their mind and the reason (if given);
 - (ii) the detainee's reason for their change of mind (if given) and the outcome of the action in (i) are recorded in the custody record;
 - (iii) the detainee, after being informed of the outcome of the action in (i) above, confirms in writing that they want the interview to proceed without speaking or further speaking to an advocate or (as the case may be) without an advocate being present and do not wish to wait for an advocate by signing an entry to this effect in the custody record;
 - (iv) an officer of inspector rank or above is satisfied that it is proper for the interview to proceed in these circumstances and:
 - gives authority in writing for the interview to proceed and, if the authority is not recorded in the custody record, the officer

must ensure that the custody record shows the date and time of the authority and where it is recorded, and

- takes, or directs the taking of, reasonable steps to inform the advocate that the authority has been given and the time when the interview is expected to commence and records or causes to be recorded, the outcome of this action in the custody record.
- (v) When the interview starts and the interviewer reminds the suspect of their right to legal advice (see *paragraph 11.2*, Code E *paragraph 4.5* and Code F *paragraph 4.5*), the interviewer shall then ensure that the following is recorded in the written interview record or the interview record made in accordance with Code E or F:
- confirmation that the detainee has changed their mind about wanting legal advice or (as the case may be) about wanting a advocate present and the reasons for it if given;
 - the fact that authority for the interview to proceed has been given and, subject to *paragraph 2.6A*, the name of the authorising officer;
 - that if the advocate arrives at the station before the interview is completed, the detainee will be so informed without delay and *a break will be taken* to allow them to speak to the advocate if they wish, unless *paragraph 6.6(a)* applies, and
 - that at any time during the interview, the detainee may again ask for legal advice and that if they do, a break will be taken to allow them to speak to the advocate, unless *paragraph 6.6(a)*, *(b)*, or *(c)* applies.

Note: In these circumstances, the restriction on drawing adverse inferences from silence in *Annex C* will not apply because the detainee is allowed an opportunity to consult an advocate if they wish.

Where an inspector gives an authorisation to delay the detainee receiving legal advice, the authorisation must be confirmed in writing by an officer of at least the rank of chief inspector as soon as possible after the authorisation and in any event within 8 hours of the authorisation.

- 6.7 If *paragraph 6.6(a)* applies, where the reason for authorising the delay ceases to apply, there may be no further delay in permitting the exercise of the right in the absence of a further authorisation unless *paragraph 6.6(b)*, *(c)* or *(d)* applies. If *paragraph 6.6(b)(i)* applies, once sufficient information has been obtained to avert the risk, questioning must cease until the detainee has received legal advice unless *paragraph 6.6(a)*, *(b)(ii)*, *(c)* or *(d)* applies.

- 6.8 A detainee who has been permitted to consult an advocate must be entitled on request to have the advocate present when they are interviewed unless one of the exceptions in *paragraph 6.6* applies.
- 6.9 The advocate may only be required to leave the interview if their conduct is such that the interviewer is unable properly to put questions to the suspect. See *Notes 6D* and *6E*.
- 6.10 If the interviewer considers an advocate is acting in such a way, they will stop the interview and consult an officer not below chief inspector rank, if one is readily available, and otherwise an officer not below inspector rank not connected with the investigation. After speaking to the advocate, the officer consulted will decide if the interview should continue in the presence of that advocate. If they decide it should not, the suspect will be given the opportunity to consult another advocate before the interview continues and that advocate given an opportunity to be present at the interview. See *Note 6E*.
- 6.11 The removal of an advocate from an interview is a serious step and, if it occurs, the officer of chief inspector rank or above who took the decision will consider if the incident should be reported to the Isle of Man Law Society. If the decision to remove the advocate has been taken by an officer below superintendent rank, the facts must be reported to an officer of superintendent rank or above, who will similarly consider whether a report to the Isle of Man Law Society would be appropriate. When the advocate concerned is a duty advocate, the report should be both to the Isle of Man Law Society and to the Civil Legal Aid and Costs Division of the General Registry.
- 6.12 ‘Advocate’ in this Code means an advocate who holds an advocate’s commission or temporary advocate’s licence issued by the First Deemster under section 15 of the Advocates Act 1995;
- 6.12A An accredited or probationary representative accompanying an advocate may be admitted to the police station when accompanying an advocate unless an officer of inspector rank or above considers such a visit will hinder the investigation and directs otherwise. Once admitted to the police station, *paragraphs 6.6* to *6.10* apply.
- 6.13 In exercising their discretion under *paragraph 6.12A*, the officer should take into account whether the identity and status of an accredited or probationary representative have been satisfactorily established;
- 6.14 If the inspector refuses access to an accredited or probationary representative or a decision is taken that such a person should not be permitted to remain at an interview, the inspector must notify the advocate on whose behalf the accredited or probationary representative was accompanying.
- 6.15 If an advocate arrives at the station to see a particular person, that person must, unless *Annex B* applies, be so informed whether or not they are being interviewed and asked if they would like to see the advocate. This applies even if the detainee has declined legal advice or, having requested it, subsequently agreed to be

interviewed without receiving advice. The advocate's attendance and the detainee's decision must be noted in the custody record.

(b) Documentation

6.16 Any request for legal advice and the action taken shall be recorded.

6.17 A record shall be made in the interview record if a detainee asks for legal advice and an interview is begun either in the absence of an advocate, or they have been required to leave an interview.

Notes for Guidance

6ZA *No police officer or police staff shall indicate to any suspect, except to answer a direct question, that the period for which they are liable to be detained, or if not detained, the time taken to complete the interview, might be reduced:*

- *if they do not ask for legal advice or do not want an advocate present when they are interviewed; or*
- *if they have asked for legal advice or (as the case may be) asked for an advocate to be present when they are interviewed but change their mind and agree to be interviewed without waiting for an advocate.*

6A *In considering if paragraph 6.6(b) applies, the officer should, if practicable, ask the advocate for an estimate of how long it will take to come to the station and relate this to the time detention is permitted, the time of day (i.e. whether the rest period under paragraph 12.2 is imminent) and the requirements of other investigations. If the advocate is on their way or is to set off immediately, it will not normally be appropriate to begin an interview before they arrive. If it appears necessary to begin an interview before the advocate's arrival, they should be given an indication of how long the police would be able to wait before 6.6(b) applies so there is an opportunity to make arrangements for someone else to provide legal advice.*

6B *A detainee has a right to free legal advice and to be represented by an advocate. This Note for Guidance explains the arrangements which enable detainees to obtain legal advice. An outline of these arrangements is also included in the Notice of Rights and Entitlements given to detainees in accordance with paragraph 3.2. The arrangements also apply, with appropriate modifications, to persons attending a police station or other location voluntarily who are cautioned prior to being interviewed. See paragraph 3.21.*

When a detainee asks for free legal advice, the Duty Advocate must be informed of the request.

When a detainee wants to pay for legal advice themselves:

- *the Custody staff will contact an advocate of their choice on their behalf;*
- *they may still speak to an advocate of their choice on the telephone for advice, but the advocate would not be paid by legal aid and may ask the person to pay for the advice;*
- *they should be given an opportunity to consult a specific advocate or another advocate from that advocate's firm. If this advocate is not available, they may choose*

up to two alternatives. If these alternatives are not available, the custody officer has discretion to allow further attempts until an advocate has been contacted and agreed to provide advice;

- they are entitled to a private consultation with their chosen advocate on the telephone or the advocate may decide to come to the police station;*
- If their chosen advocate cannot be contacted free legal advice can still be arranged.*

6B1 *Not used.*

6B2 *Not used.*

6C *Not used.*

6D *The advocate's only role in the police station is to protect and advance the legal rights of their client. On occasions this may require the advocate to give advice which has the effect of the client avoiding giving evidence which strengthens a prosecution case. The advocate may intervene in order to seek clarification, challenge an improper question to their client or the manner in which it is put, advise their client not to reply to particular questions, or if they wish to give their client further legal advice. Paragraph 6.9 only applies if the advocate's approach or conduct prevents or unreasonably obstructs proper questions being put to the suspect or the suspect's response being recorded. Examples of unacceptable conduct include answering questions on a suspect's behalf or providing written replies for the suspect to quote.*

6E *An officer who takes the decision to exclude an advocate must be in a position to satisfy the court the decision was properly made. In order to do this they may need to witness what is happening.*

6F *If an officer of at least inspector rank considers a particular advocate or firm of advocates is persistently sending probationary representatives who are unsuited to provide legal advice, they should inform an officer of at least superintendent rank, who may wish to take the matter up with the Isle of Man Law Society.*

6G *Subject to the constraints of Annex B, an advocate may advise more than one client in an investigation if they wish. Any question of a conflict of interest is for the advocate under their professional code of conduct. If, however, waiting for an advocate to give advice to one client may lead to unreasonable delay to the interview with another, the provisions of paragraph 6.6(b) may apply.*

6H *In addition to a poster in English, a poster or posters containing translations into the main minority ethnic languages and the principal European languages should be displayed wherever they are likely to be helpful and it is practicable to do so.*

6I *Not used.*

6J *Whenever a detainee exercises their right to legal advice by consulting or communicating with an advocate, they must be allowed to do so in private. This right to consult or communicate in private is fundamental. If the requirement for privacy is compromised because what is said or written by the detainee or advocate for the purpose of giving and receiving legal advice is overheard, listened to, or read by others without the informed*

consent of the detainee, the right will effectively have been denied. When a detainee speaks to an advocate on the telephone, they should be allowed to do so in private unless this is impractical because of the design and layout of the custody area or the location of telephones. However, the normal expectation should be that facilities will be available, unless they are being used, at all police stations to enable detainees to speak in private to an advocate either face to face or over the telephone.

6K A detainee is not obliged to give reasons for declining legal advice and should not be pressed to do so.

7 Citizens of independent Commonwealth countries or foreign nationals

(a) Action

7.1 A detainee who is a citizen of an independent Commonwealth country or a national of a foreign country, including the Republic of Ireland, has the right, upon request, to communicate at any time with the appropriate High Commission, Embassy or Consulate. That detainee must be informed as soon as practicable of this right and asked if they want to have their High Commission, Embassy or Consulate told of their whereabouts and the grounds for their detention. Such a request should be acted upon as soon as practicable. See *Note 7A*.

7.2 A detainee who is a citizen of a country with which a bilateral consular convention or agreement is in force requiring notification of arrest must also be informed that subject to *paragraph 7.4*, notification of their arrest will be sent to the appropriate High Commission, Embassy or Consulate as soon as practicable, whether or not they request it. A list of the countries to which this requirement currently applies and contact details for the relevant High Commissions, Embassies and Consulates can be obtained from the Consular Directorate of the Foreign and Commonwealth Office (FCO) as follows:

- from the FCO web pages:
 - ~ <https://gov.uk/government/publications/table-of-consular-conventions-and-mandatory-notification-obligations>, and
 - ~ <https://www.gov.uk/government/publications/foreign-embassies-in-the-uk>
- by telephone to 020 7008 3100,
- by email to fcocorrespondence@fco.gov.uk.
- by letter to the Foreign and Commonwealth Office, King Charles Street, London, SW1A 2AH.

7.3 Consular officers may, if the detainee agrees, visit one of their nationals in police detention to talk to them and, if required, to arrange for legal advice. Such visits shall take place out of the hearing of a police officer.

7.4 Notwithstanding the provisions of consular conventions, if the detainee claims that they are a refugee or have applied or intend to apply for asylum, the custody officer must ensure that the Passports and Immigration Office in the Cabinet Office is

informed as soon as practicable of the claim. An immigration officer will then determine whether compliance with relevant international obligations requires notification of the arrest to be sent and will inform the custody officer as to what action police need to take.

(b) Documentation

7.5 A record shall be made:

- when a detainee is informed of their rights under this section and of any requirement in paragraph 7.2;
- of any communications with a High Commission, Embassy or Consulate, and
- of any communications with the Passports and Immigration Office in the Cabinet Office about a detainee's claim to be a refugee or to be seeking asylum and the resulting action taken by police.

Note for Guidance

7A *The exercise of the rights in this section may not be interfered with even though Annex B applies.*

8 Conditions of detention

(a) Action

8.1 So far as it is practicable, not more than one detainee should be detained in each cell. See *Note 8C*.

8.2 Cells in use must be adequately heated, cleaned and ventilated. They must be adequately lit, subject to such dimming as is compatible with safety and security to allow people detained overnight to sleep. No additional restraints shall be used within a locked cell unless absolutely necessary and then only restraint equipment, approved for use in the police force by the Chief Constable, which is reasonable and necessary in the circumstances having regard to the detainee's demeanour and with a view to ensuring their safety and the safety of others. If a detainee is deaf, mentally disordered or otherwise mentally vulnerable, particular care must be taken when deciding whether to use any form of approved restraints.

8.3 Blankets, mattresses, pillows and other bedding supplied shall be of a reasonable standard and in a clean and sanitary condition. See *Note 8A*.

8.4 Access to toilet and washing facilities must be provided.

8.5 If it is necessary to remove a detainee's clothes for the purposes of investigation, for hygiene, health reasons or cleaning, replacement clothing of a reasonable standard of comfort and cleanliness shall be provided. A detainee may not be interviewed unless adequate clothing has been offered.

- 8.6 At least two light meals and one main meal should be offered in any 24-hour period. See *Note 8B*. Drinks should be provided at meal times and upon reasonable request between meals. Whenever necessary, advice shall be sought from the appropriate healthcare professional, see *Note 9A*, on medical and dietary matters. As far as practicable, meals provided shall offer a varied diet and meet any specific dietary needs or religious beliefs the detainee may have. The detainee may, at the custody officer's discretion, have meals supplied by their family or friends at their expense. See *Note 8A*.
- 8.7 Brief exercise shall be offered daily if practicable.
- 8.8 A juvenile shall not be placed in a police cell unless no other secure accommodation is available and the custody officer considers it is not practicable to supervise them if they are not placed in a cell or that a cell provides more comfortable accommodation than other secure accommodation in the station. A juvenile may not be placed in a cell with a detained adult.
- (b) Documentation**
- 8.9 A record must be kept of replacement clothing and meals offered.
- 8.10 If a juvenile is placed in a cell, the reason must be recorded.
- 8.11 The use of any restraints on a detainee whilst in a cell, the reasons for it and, if appropriate, the arrangements for enhanced supervision of the detainee whilst so restrained, shall be recorded. See *paragraph 3.9*

Notes for Guidance

- 8A *The provisions in paragraph 8.3 and 8.6 respectively are of particular importance in the case of a person likely to be detained for an extended period. In deciding whether to allow meals to be supplied by family or friends, the custody officer is entitled to take account of the risk of items being concealed in any food or package and the officer's duties and responsibilities under food handling legislation.*
- 8B *Meals should, so far as practicable, be offered at recognised meal times, or at other times that take account of when the detainee last had a meal.*
- 8C *The Detention and Custody Authorised Professional Practice (APP) produced by the College of Policing (see <http://www.app.college.police.uk>) provides more detailed guidance on matters concerning detainee healthcare and treatment and associated forensic issues which should be read in conjunction with sections 8 and 9 of this Code.*

9 Care and treatment of detained persons

(a) General

- 9.1 Nothing in this section prevents the police from calling an appropriate healthcare professional to examine a detainee for the purposes of obtaining evidence relating to any offence in which the detainee is suspected of being involved. See *Notes 9A and 8C*.

- 9.2 If a complaint is made by, or on behalf of, a detainee about their treatment since their arrest, or it comes to notice that a detainee may have been treated improperly, a report must be made as soon as practicable to an officer of inspector rank or above not connected with the investigation. If the matter concerns a possible assault or the possibility of the unnecessary or unreasonable use of force, an appropriate healthcare professional must also be called as soon as practicable.
- 9.3 Detainees should be visited at least every hour. If no reasonably foreseeable risk was identified in a risk assessment, see *paragraphs 3.6 - 3.10*, there is no need to wake a sleeping detainee. Those suspected of being under the influence of drink or drugs or both or of having swallowed drugs, see *Note 9CA*, or whose level of consciousness causes concern must, subject to any clinical directions given by the appropriate healthcare professional, see *paragraph 9.13*:
- be visited and roused at least every half hour;
 - have their condition assessed as in *Annex H*;
 - and clinical treatment arranged if appropriate.

See *Notes 9B, 9C and 9H*

- 9.4 When arrangements are made to secure clinical attention for a detainee, the custody officer must make sure all relevant information which might assist in the treatment of the detainee's condition is made available to the responsible healthcare professional. This applies whether or not the healthcare professional asks for such information. Any officer or police staff with relevant information must inform the custody officer as soon as practicable.

(b) *Clinical treatment and attention*

- 9.5 The custody officer must make sure a detainee receives appropriate clinical attention as soon as reasonably practicable if the person:
- (a) appears to be suffering from physical illness; or
 - (b) is injured; or
 - (c) appears to be suffering from a mental disorder; or
 - (d) appears to need clinical attention.

- 9.5A This applies even if the detainee makes no request for clinical attention and whether or not they have already received clinical attention elsewhere. If the need for attention appears urgent, e.g. when indicated as in *Annex H*, the nearest available healthcare professional or an ambulance must be called immediately.

- 9.5B The custody officer must also consider the need for clinical attention as set out in *Note 9C* in relation to those suffering the effects of alcohol or drugs.

- 9.6 *Paragraph 9.5* is not meant to prevent or delay the transfer to a hospital if necessary of a person detained under the Mental Health Act 1998, section 132. See *Note 9D*. When an assessment under that Act is to take place at a police station, see *paragraph*

3.16, the custody officer must consider whether an appropriate healthcare professional should be called to conduct an initial clinical check on the detainee. This applies particularly when there is likely to be any significant delay in the arrival of a suitably qualified medical practitioner.

- 9.7 If it appears to the custody officer, or they are told, that a person brought to a station under arrest may be suffering from an infectious disease or condition, the custody officer must take reasonable steps to safeguard the health of the detainee and others at the station. In deciding what action to take, advice must be sought from an appropriate healthcare professional. See *Note 9E*. The custody officer has discretion to isolate the person and their property until clinical directions have been obtained.
- 9.8 If a detainee requests a clinical examination, an appropriate healthcare professional must be called as soon as practicable to assess the detainee's clinical needs. If a safe and appropriate care plan cannot be provided, the appropriate healthcare professional's advice must be sought. The detainee may also be examined by a medical practitioner of their choice at their expense.
- 9.9 If a detainee is required to take or apply any medication in compliance with clinical directions prescribed before their detention, the custody officer must consult the appropriate healthcare professional before the use of the medication. Subject to the restrictions in *paragraph 9.10*, the custody officer is responsible for the safekeeping of any medication and for making sure the detainee is given the opportunity to take or apply prescribed or approved medication. Any such consultation and its outcome shall be noted in the custody record.
- 9.10 No police officer may administer or supervise the self-administration of medically prescribed controlled drugs of the types and forms listed in regulations or orders either, made or under sections 2(3) or 31 of the Misuse of Drugs Act 1976, or applied to the Isle of Man through regulations made under section 33(1), (1A) and 2 of that Act². A detainee may only self-administer such drugs under the personal supervision of the registered medical practitioner authorising their use or other appropriate healthcare professional. The custody officer may supervise the self-administration of, or authorise other custody staff to supervise the self-administration of, drugs listed in Schedule 4 or 5 of the Misuse of Drugs Regulations 2001 (of Parliament) [as amended] as applied to the Isle of Man if the officer has consulted the appropriate healthcare professional authorising their use and both are satisfied self-administration will not expose the detainee, police officers or anyone else to the risk of harm or injury.
- 9.11 When appropriate healthcare professionals administer drugs or authorise the use of other medications, supervise their self-administration or consult with the custody officer about allowing self-administration of drugs listed in Schedule 4 or 5 of the Misuse of Drugs Regulations 2001 (of Parliament) [as amended] as applied to the

² e.g. The Misuse of Drugs Regulations (Application) Order 2002 [SD75/02]

Isle of Man, it must be within current medicines legislation and the scope of practice as determined by their relevant statutory regulatory body.

9.12 If a detainee has in their possession, or claims to need, medication relating to a heart condition, diabetes, epilepsy or a condition of comparable potential seriousness then, even though *paragraph 9.5* may not apply, the advice of the appropriate healthcare professional must be obtained.

9.13 Whenever the appropriate healthcare professional is called in accordance with this section to examine or treat a detainee, the custody officer shall ask for their opinion about:

- any risks or problems which police need to take into account when making decisions about the detainee's continued detention;
- when to carry out an interview if applicable; and
- the need for safeguards.

9.14 When clinical directions are given by the appropriate healthcare professional, whether orally or in writing, and the custody officer has any doubts or is in any way uncertain about any aspect of the directions, the custody officer shall ask for clarification. It is particularly important that directions concerning the frequency of visits are clear, precise and capable of being implemented. See *Note 9F*.

(c) Documentation

9.15 A record must be made in the custody record of:

- (a) the arrangements made for an examination by an appropriate healthcare professional under *paragraph 9.2* and of any complaint reported under that paragraph together with any relevant remarks by the custody officer;
- (b) any arrangements made in accordance with *paragraph 9.5*;
- (c) any request for a clinical examination under *paragraph 9.8* and any arrangements made in response;
- (d) the injury, ailment, condition or other reason which made it necessary to make the arrangements in (a) to (c); See *Note 9G*.
- (e) any clinical directions and advice, including any further clarifications, given to police by a healthcare professional concerning the care and treatment of the detainee in connection with any of the arrangements made in (a) to (c); See *Notes 9E* and *9F*.
- (f) if applicable, the responses received when attempting to rouse a person using the procedure in *Annex H*. See *Note 9H*.

9.16 If a healthcare professional does not record their clinical findings in the custody record, the record must show where they are recorded. This will be normally within the health record of the detainee, which does not form part of the custody record. See *Note 9G, paragraph 3.8* and *Annex G, paragraph 7*.

9.17 Subject to the requirements of *Section 4*, the custody record must include:

- a record of all medication a detainee has in their possession on arrival at the police station;
- a note of any such medication they claim to need but do not have with them;

this information should be gathered at the point of the reception and high risk process.

Notes for Guidance

- 9A *A ‘healthcare professional’ means a clinically qualified person working within the scope of practice as determined by their relevant statutory regulatory body. Whether a healthcare professional is ‘appropriate’ depends on the circumstances of the duties they carry out at the time.*
- 9B *Whenever possible juveniles and mentally vulnerable detainees should be visited more frequently.*
- 9C *A detainee who appears drunk or behaves abnormally may be suffering from illness, the effects of drugs or may have sustained injury, particularly a head injury which is not apparent. A detainee needing or dependent on certain drugs, including alcohol, may experience harmful effects within a short time of being deprived of their supply. In these circumstances, when there is any doubt, police should always act urgently to call an appropriate healthcare professional or an ambulance. Paragraph 9.5 does not apply to minor ailments or injuries which do not need attention. However, all such ailments or injuries must be recorded in the custody record and any doubt must be resolved in favour of calling the appropriate healthcare professional.*
- 9CA *Paragraph 9.3 would apply to a person in police custody by order of a court under section 49A of the PPPA to facilitate the recovery of evidence after being charged with drug possession or drug trafficking and suspected of having swallowed drugs. In the case of the healthcare needs of a person who has swallowed drugs, the custody officer, subject to any clinical directions, should consider the necessity for rousing every half hour. This does not negate the need for regular visiting of the suspect in the cell or removing the person to hospital if deemed medically prudent.*
- 9D *Not used.*
- 9E *It is important to respect a person’s right to privacy and information about their health must be kept confidential and only disclosed with their consent or in accordance with clinical advice when it is necessary to protect the detainee’s health or that of others who come into contact with them. The health record will be treated the same as a health record as defined under section 1 of the Access to Health Records and Reports Act 1993.*
- 9F *The custody officer should always seek to clarify directions that the detainee requires constant observation or supervision and should ask the appropriate healthcare professional to explain precisely what action needs to be taken to implement such directions.*

9G Paragraphs 9.15 and 9.16 do not require any information about the cause of any injury, ailment or condition to be recorded on the custody record if it appears capable of providing evidence of an offence.

9H The purpose of recording a person's responses when attempting to rouse them using the procedure in Annex H is to enable any change in the individual's consciousness level to be noted and clinical treatment arranged if appropriate.

10 Cautions

(a) When a caution must be given

10.1 A person whom there are grounds to suspect of an offence, see *Note 10A*, must be cautioned before any questions about an offence, or further questions if the answers provide the grounds for suspicion, are put to them if either the suspect's answers or silence, (i.e. failure or refusal to answer or answer satisfactorily) may be given in evidence to a court in a prosecution. A person need not be cautioned if questions are for other necessary purposes, e.g.:

- (a) solely to establish their identity or ownership of any vehicle;
- (b) to obtain information in accordance with any relevant statutory requirement, see *paragraph 10.9*;
- (c) in furtherance of the proper and effective conduct of a search, e.g. to determine the need to search in the exercise of powers of stop and search or to seek co-operation while carrying out a search; or
- (d) to seek verification of a written record as in *paragraph 11.13*.
- (e) *Not used*.

10.2 Whenever a person not under arrest is initially cautioned, or reminded they are under caution, that person must at the same time be told they are not under arrest and informed of the provisions of paragraph 3.21 which explain how they may obtain legal advice according to whether they are at a police station or elsewhere. See *Note 10C*.

10.3 A person who is arrested, or further arrested, must be informed at the time if practicable or, if not, as soon as it becomes practicable thereafter, that they are under arrest and of the grounds and reasons for their arrest, see paragraph 3.4, *Note 10B* and *Code G, paragraphs 2.2 and 4.3*.

10.4 As required by *Code G, section 3*, a person who is arrested, or further arrested, must also be cautioned unless:

- (a) it is impracticable to do so by reason of their condition or behaviour at the time;
- (b) they have already been cautioned immediately prior to arrest as in *paragraph 10.1*.

(b) Terms of the cautions

10.5 The caution which must be given on:

- (a) arrest; or
- (b) all other occasions before a person is charged or informed they may be prosecuted; see *section 16*,

should, unless the restriction on drawing adverse inferences from silence applies, see *Annex C*, be in the following terms:

“You do not have to say anything. But it may harm your defence if you do not mention when questioned something which you later rely on in Court. Anything you do say may be given in evidence.”

See *Note 10G*

10.6 *Annex C, paragraph 2* sets out the alternative terms of the caution to be used when the restriction on drawing adverse inferences from silence applies.

10.7 Minor deviations from the words of any caution given in accordance with this Code do not constitute a breach of this Code, provided the sense of the relevant caution is preserved. See *Note 10D*.

10.8 After any break in questioning under caution, the person being questioned must be made aware they remain under caution. If there is any doubt the relevant caution should be given again in full when the interview resumes. See *Note 10E*.

10.9 When, despite being cautioned, a person fails to co-operate or to answer particular questions which may affect their immediate treatment, the person should be informed of any relevant consequences and that those consequences are not affected by the caution. Examples are when a person's refusal to provide:

- their name and address when charged may make them liable to detention;
- particulars and information in accordance with a statutory requirement, e.g. under the Road Traffic Act 1985, may amount to an offence or may make the person liable to a further arrest.

(c) Special warnings under the PPPA, sections 72 and 73

10.10 When a suspect interviewed at a police station or authorised place of detention after arrest fails or refuses to answer certain questions, or to answer satisfactorily, after due warning, see *Note 10F*, a court or jury may draw such inferences as appear proper under the PPPA, sections 72 and 73. Such inferences may only be drawn when the restriction on drawing adverse inferences from silence, see *Annex C*, does not apply and;

- (a) when a suspect is arrested by a constable and there is found on the suspect or in or on the suspect's clothing or footwear, or otherwise in the suspect's possession, or in the place where the suspect was arrested, any objects,

marks or substances, or marks on such objects, and the suspect fails or refuses to account for the objects, marks or substances found; or

- (b) when a suspect arrested by a constable was found by the constable at a place at or about the time the offence for which that suspect was arrested, is alleged to have been committed, and the suspect fails or refuses to account for his or her presence at that place.

When the restriction on drawing adverse inferences from silence applies, the suspect may still be asked to account for any of the matters in (a) or (b) but the special warning described in *paragraph 10.11* will not apply and must not be given.

10.11 For an inference to be drawn when a suspect fails or refuses to answer a question about one of these matters or to answer it satisfactorily, the suspect must first be told in ordinary language by the constable:

- (a) what offence is being investigated;
- (b) what fact the suspect is being asked to account for;
- (c) this fact may be due to the suspect taking part in the commission of the offence;
- (d) a court may draw a proper inference if the suspect fails or refuses to account for this fact; and
- (e) a record is being made of the interview and it may be given in evidence if they are brought to trial.

(d) *Juveniles and persons who are mentally disordered or otherwise mentally vulnerable*

10.11A The information required in paragraph 10.11 must not be given to a suspect who is a juvenile or who is mentally disordered or otherwise mentally vulnerable unless the appropriate adult is present.

10.12 If a juvenile or a person who is mentally disordered or otherwise mentally vulnerable is cautioned in the absence of the appropriate adult, the caution must be repeated in the adult's presence.

10.12A *Not used.*

(e) *Documentation*

10.13 A record shall be made when a caution is given under this section, either in the interviewer's pocket book or in the interview record.

Notes for Guidance

10A *There must be some reasonable, objective grounds for the suspicion, based on known facts or information which are relevant to the likelihood the offence has been committed and the person to be questioned committed it.*

- 10B *An arrested person must be given sufficient information to enable them to understand that they have been deprived of their liberty and the reason they have been arrested, e.g. when a person is arrested on suspicion of committing an offence they must be informed of the suspected offence's nature, when and where it was committed. The suspect must also be informed of the reason or reasons why the arrest is considered necessary. Vague or technical language should be avoided.*
- 10C *The restriction on drawing inferences from silence, see Annex C, paragraph 1, does not apply to a person who has not been detained and who therefore cannot be prevented from seeking legal advice if they want, see paragraph 3.21.*
- 10D *If it appears a person does not understand the caution, the person giving it should explain it in their own words.*
- 10E *It may be necessary to show to the court that nothing occurred during an interview break or between interviews which influenced the suspect's recorded evidence. After a break in an interview or at the beginning of a subsequent interview, the interviewing officer should summarise the reason for the break and confirm this with the suspect.*
- 10F *The PPPA, sections 72 and 73 apply only to suspects who have been arrested by a constable or a Customs officer and are given the relevant warning by the police or the Customs officer who made the arrest or who is investigating the offence. They do not apply to any interviews with suspects who have not been arrested.*
- 10G *Nothing in this Code requires a caution to be given or repeated when informing a person not under arrest they may be prosecuted for an offence. However, a court will not be able to draw any inferences under the PPPA, section 70, if the person was not cautioned.*

11 Interviews - general

(a) Action

- 11.1A An interview is the questioning of a person regarding their involvement or suspected involvement in a criminal offence or offences which, under paragraph 10.1, must be carried out under caution. Before a person is interviewed, they and, if they are represented, their advocate must be given sufficient information to enable them to understand the nature of any such offence, and why they are suspected of committing it (see *paragraphs 3.4(a) and 10.3*), in order to allow for the effective exercise of the rights of the defence. However, whilst the information must always be sufficient for the person to understand the nature of any offence (see *Note 11ZA*), this does not require the disclosure of details at a time which might prejudice the criminal investigation. The decision about what needs to be disclosed for the purpose of this requirement therefore rests with the investigating officer who has sufficient knowledge of the case to make that decision. The officer who discloses the information shall make a record of the information disclosed and when it was disclosed. This record may be made in the interview record, in the officer's pocket book or other form provided for this purpose. Procedures under the Road Traffic

Act 1985, section 6 or the Harbours Act 2010, section 62 do not constitute interviewing for the purpose of this Code.

- 11.1 Following a decision to arrest a suspect, they must not be interviewed about the relevant offence except at a police station or other authorised place of detention, unless the consequent delay would be likely to:
- (a) lead to:
 - interference with, or harm to, evidence connected with an offence;
 - interference with, or physical harm to, other people; or
 - serious loss of, or damage to, property;
 - (b) lead to alerting other people suspected of committing an offence but not yet arrested for it; or
 - (c) hinder the recovery of property obtained in consequence of the commission of an offence. Interviewing in any of these circumstances shall cease once the relevant risk has been averted or the necessary questions have been put in order to attempt to avert that risk.
- 11.2 Immediately prior to the commencement or re-commencement of any interview at a police station or other authorised place of detention, the interviewer should remind the suspect of their entitlement to free legal advice and that the interview can be delayed for legal advice to be obtained, unless one of the exceptions in *paragraph 6.6* applies. It is the interviewer's responsibility to make sure all reminders are recorded in the interview record.
- 11.3 *Not used.*
- 11.4 At the beginning of an interview the interviewer, after cautioning the suspect, see *section 10*, shall put to them any significant statement or silence which occurred in the presence and hearing of a police officer or other police staff before the start of the interview and which have not been put to the suspect in the course of a previous interview. See *Note 11A*. The interviewer shall ask the suspect whether they confirm or deny that earlier statement or silence and if they want to add anything.
- 11.4A A significant statement is one which appears capable of being used in evidence against the suspect, in particular a direct admission of guilt. A significant silence is a failure or refusal to answer a question or answer satisfactorily when under caution, which might, allowing for the restriction on drawing adverse inferences from silence, see *Annex C*, give rise to an inference under the PPPA, Part VI.
- 11.5 No interviewer may try to obtain answers or elicit a statement by the use of oppression. Except as in *paragraph 10.9*, no interviewer shall indicate, except to answer a direct question, what action will be taken by the police if the person being questioned answers questions, makes a statement or refuses to do either. If the person asks directly what action will be taken if they answer questions, make a

statement or refuse to do either, the interviewer may inform them what action the police propose to take provided that action is itself proper and warranted.

11.6 The interview or further interview of a person about an offence with which that person has not been charged or for which they have not been informed they may be prosecuted, must cease when:

- (a) the officer in charge of the investigation is satisfied all the questions they consider relevant to obtaining accurate and reliable information about the offence have been put to the suspect, this includes allowing the suspect an opportunity to give an innocent explanation and asking questions to test if the explanation is accurate and reliable, e.g. to clear up ambiguities or clarify what the suspect said;
- (b) the officer in charge of the investigation has taken account of any other available evidence; and
- (c) the officer in charge of the investigation, or in the case of a detained suspect, the custody officer, see *paragraph 16.1*, reasonably believes there is sufficient evidence to provide a realistic prospect of conviction for that offence. See *Note 11B*. This paragraph does not prevent officers in revenue cases or acting under the confiscation provisions of the Proceeds of Crime Act 2008 from inviting suspects to complete a formal question and answer record after the interview is concluded.

(b) Interview records

11.7

- (a) An accurate record must be made of each interview, whether or not the interview takes place at a police station.
- (b) The record must state the place of interview, the time it begins and ends, any interview breaks and, subject to *paragraph 2.6A*, the names of all those present; and must be made on the forms provided for this purpose or in the interviewer's pocket book or in accordance with Codes of Practice E or F.
- (c) Any written record must be made and completed during the interview, unless this would not be practicable or would interfere with the conduct of the interview, and must constitute either a verbatim record of what has been said or, failing this, an account of the interview which adequately and accurately summarises it.

11.8 If a written record is not made during the interview it must be made as soon as practicable after its completion.

11.9 Written interview records must be timed and signed by the maker.

11.10 If a written record is not completed during the interview the reason must be recorded in the interview record.

- 11.11 Unless it is impracticable, the person interviewed shall be given the opportunity to read the interview record and to sign it as correct or to indicate how they consider it inaccurate. If the person interviewed cannot read or refuses to read the record or sign it, the senior interviewer present shall read it to them and ask whether they would like to sign it as correct or make their mark or to indicate how they consider it inaccurate. The interviewer shall certify on the interview record itself what has occurred. *See Note 11E.*
- 11.12 If the appropriate adult or the person's advocate is present during the interview, they should also be given an opportunity to read and sign the interview record or any written statement taken down during the interview.
- 11.13 A written record shall be made of any comments made by a suspect, including unsolicited comments, which are outside the context of an interview but which might be relevant to the offence. Any such record must be timed and signed by the maker. When practicable the suspect shall be given the opportunity to read that record and to sign it as correct or to indicate how they consider it inaccurate. *See Note 11E.*
- 11.14 Any refusal by a person to sign an interview record when asked in accordance with this Code must itself be recorded.

(c) *Juveniles and mentally disordered or otherwise mentally vulnerable people*

- 11.15 A juvenile or person who is mentally disordered or otherwise mentally vulnerable must not be interviewed regarding their involvement or suspected involvement in a criminal offence or offences, or asked to provide or sign a written statement under caution or record of interview, in the absence of the appropriate adult unless *paragraphs 11.1 or 11.18 to 11.20* apply. *See Note 11C.*
- 11.16 Juveniles may only be interviewed at their place of education in exceptional circumstances and only when the principal or their nominee agrees. Every effort should be made to notify the parent(s) or other person responsible for the juvenile's welfare and the appropriate adult, if this is a different person, that the police want to interview the juvenile and reasonable time should be allowed to enable the appropriate adult to be present at the interview. If awaiting the appropriate adult would cause unreasonable delay, and unless the juvenile is suspected of an offence against the educational establishment, the principal or their nominee can act as the appropriate adult for the purposes of the interview.
- 11.17 If an appropriate adult is present at an interview, they shall be informed:
- that they are not expected to act simply as an observer; and
 - that the purpose of their presence is to:
 - ~ advise the person being interviewed;
 - ~ observe whether the interview is being conducted properly and fairly; and

~ facilitate communication with the person being interviewed.

(d) Vulnerable suspects - urgent interviews at police stations

11.18 The following interviews may take place only if an officer of chief inspector rank or above considers delaying the interview will lead to the consequences in *paragraph 11.1(a) to (c)*, and is satisfied the interview would not significantly harm the person's physical or mental state (see *Annex G*):

- (a) an interview of a juvenile or person who is mentally disordered or otherwise mentally vulnerable without the appropriate adult being present;
- (b) an interview of anyone other than in (a) who appears unable to:
 - appreciate the significance of questions and their answers; or
 - understand what is happening because of the effects of drink, drugs or any illness, ailment or condition;
- (c) an interview, without an interpreter being present, of a person whom the custody officer has determined requires an interpreter (see *paragraphs 3.5(c)(ii) and 3.12*) which is carried out by an interviewer speaking the suspect's own language or (as the case may be) otherwise establishing effective communication which is sufficient to enable the necessary questions to be asked and answered in order to avert the consequences. See *paragraphs 13.2 and 13.5*.

11.19 These interviews may not continue once sufficient information has been obtained to avert the consequences in *paragraph 11.1(a) to (c)*.

11.20 A record shall be made of the grounds for any decision to interview a person under *paragraph 11.18*.

Notes for Guidance

11ZA *The requirement in paragraph 11.1A for a suspect to be given sufficient information about the offence applies prior to the interview and whether or not they are legally represented. What is sufficient will depend on the circumstances of the case, but it should normally include, as a minimum, a description of the facts relating to the suspected offence that are known to the officer, including the time and place in question. This aims to avoid suspects being confused or unclear about what they are supposed to have done and to help an innocent suspect to clear the matter up more quickly.*

11A *Paragraph 11.4 does not prevent the interviewer from putting significant statements and silences to a suspect again at a later stage or a further interview.*

11B *Good practice guidelines and common law require that in conducting an investigation, the investigator should pursue all reasonable lines of enquiry, whether these point towards or away from the suspect. What is reasonable will depend on the particular circumstances. Interviewers should keep this in mind when deciding what questions to ask in an interview.*

- 11C *Although juveniles or people who are mentally disordered or otherwise mentally vulnerable are often capable of providing reliable evidence, they may, without knowing or wishing to do so, be particularly prone in certain circumstances to provide information that may be unreliable, misleading or self-incriminating. Special care should always be taken when questioning such a person, and the appropriate adult should be involved if there is any doubt about a person's age, mental state or capacity. Because of the risk of unreliable evidence it is also important to obtain corroboration of any facts admitted whenever possible.*
- 11D *Juveniles should not be arrested at their place of education unless this is unavoidable. When a juvenile is arrested at their place of education, the principal or their nominee must be informed.*
- 11E *Significant statements described in paragraph 11.4 will always be relevant to the offence and must be recorded. When a suspect agrees to read records of interviews and other comments and sign them as correct, they should be asked to endorse the record with, e.g. 'I agree that this is a correct record of what was said' and add their signature. If the suspect does not agree with the record, the interviewer should record the details of any disagreement and ask the suspect to read these details and sign them to the effect that they accurately reflect their disagreement. Any refusal to sign should be recorded.*

12 Interviews in police stations

(a) Action

- 12.1 If a police officer wants to interview or conduct enquiries which require the presence of a detainee, the custody officer is responsible for deciding whether to deliver the detainee into the officer's custody. An investigating officer who is given custody of a detainee takes over responsibility for the detainee's care and safe custody for the purposes of this Code until they return the detainee to the custody officer when they must report the manner in which they complied with the Code whilst having custody of the detainee.
- 12.2 Except as below, in any period of 24 hours a detainee must be allowed a continuous period of at least 8 hours for rest, free from questioning, travel or any interruption in connection with the investigation concerned. This period should normally be at night or other appropriate time which takes account of when the detainee last slept or rested. If a detainee is arrested at a police station after going there voluntarily, the period of 24 hours runs from the time of their arrest and not the time of arrival at the police station. The period may not be interrupted or delayed, except:
- (a) when there are reasonable grounds for believing not delaying or interrupting the period would:
 - (i) involve a risk of harm to people or serious loss of, or damage to, property;
 - (ii) delay unnecessarily the person's release from custody; or
 - (iii) otherwise prejudice the outcome of the investigation;

- (b) at the request of the detainee, their appropriate adult or legal representative;
- (c) when a delay or interruption is necessary in order to:
 - (i) comply with the legal obligations and duties arising under section 15; or
 - (ii) to take action required under *section 9* or in accordance with medical advice.

If the period is interrupted in accordance with (a), a fresh period must be allowed. Interruptions under (b) and (c) do not require a fresh period to be allowed.

- 12.3 Before a detainee is interviewed, the custody officer, in consultation with the officer in charge of the investigation and appropriate healthcare professionals as necessary, shall assess whether the detainee is fit enough to be interviewed. This means determining and considering the risks to the detainee's physical and mental state if the interview took place and determining what safeguards are needed to allow the interview to take place. See *Annex G*. The custody officer shall not allow a detainee to be interviewed if the custody officer considers it would cause significant harm to the detainee's physical or mental state. Vulnerable suspects listed at *paragraph 11.18* shall be treated as always being at some risk during an interview and these persons may not be interviewed except in accordance with *paragraphs 11.18 to 11.20*.
- 12.4 As far as practicable interviews shall take place in interview rooms which are adequately heated, lit and ventilated.
- 12.5 A suspect whose detention without charge has been authorised under the PPPA because the detention is necessary for an interview to obtain evidence of the offence for which they have been arrested may choose not to answer questions but police do not require the suspect's consent or agreement to interview them for this purpose. If a suspect takes steps to prevent themselves being questioned or further questioned, e.g. by refusing to leave their cell to go to a suitable interview room or by trying to leave the interview room, they shall be advised their consent or agreement to interview is not required. The suspect shall be cautioned as in *section 10*, and informed if they fail or refuse to co-operate, the interview may take place in the cell and that their failure or refusal to co-operate may be given in evidence. The suspect shall then be invited to co-operate and go into the interview room.
- 12.6 People being questioned or making statements shall not be required to stand.
- 12.7 Before the interview commences each interviewer shall, subject to *paragraph 2.6A*, identify themselves and any other persons present to the interviewee.
- 12.8 Breaks from interviewing should be made at recognised meal times or at other times that take account of when an interviewee last had a meal. Short refreshment breaks shall be provided at approximately two hour intervals, subject to the interviewer's discretion to delay a break if there are reasonable grounds for believing it would:
 - (i) involve a:

- risk of harm to people;
 - serious loss of, or damage to, property;
- (ii) unnecessarily delay the detainee's release; or
- (iii) otherwise prejudice the outcome of the investigation. See *Note 12B*
- 12.9 If during the interview a complaint is made by or on behalf of the interviewee concerning the provisions of any of the Codes, or it comes to the interviewer's notice that the interviewee may have been treated improperly, the interviewer should:
- (i) record the matter in the interview record; and
 - (ii) inform the custody officer, who is then responsible for dealing with it as in *section 9*.
- (b) Documentation**
- 12.10 A record must be made of the:
- time a detainee is not in the custody of the custody officer, and why
 - reason for any refusal to deliver the detainee out of that custody.
- 12.11 A record shall be made of:
- (a) the reasons it was not practicable to use an interview room; and
 - (b) any action taken as in *paragraph 12.5*. The record shall be made on the custody record or in the interview record for action taken whilst an interview record is being kept, with a brief reference to this effect in the custody record.
- 12.12 Any decision to delay a break in an interview must be recorded, with reasons, in the interview record.
- 12.13 All written statements made at police stations under caution shall be written on forms provided for the purpose.
- 12.14 All written statements made under caution shall be taken in accordance with *Annex D*. Before a person makes a written statement under caution at a police station, they shall be reminded about the right to legal advice. See *Note 12A*.

Notes for Guidance

- 12A *It is not normally necessary to ask for a written statement if the interview was recorded in writing and the record signed in accordance with paragraph 11.11 or audibly or visually recorded in accordance with Code E or F. Statements under caution should normally be taken in these circumstances only at the person's express wish. A person may however be asked if they want to make such a statement.*
- 12B *Meal breaks should normally last at least 45 minutes and shorter breaks after two hours should last at least 15 minutes. If the interviewer delays a break in accordance with*

paragraph 12.8 and prolongs the interview, a longer break should be provided. If there is a short interview and another short interview is contemplated, the length of the break may be reduced if there are reasonable grounds to believe this is necessary to avoid any of the consequences in paragraph 12.8(i) to (iii).

13 Interpreters

(a) General

13.1 The Isle of Man Government is responsible for making arrangements to provide appropriately qualified independent persons to act as interpreters and to provide translations of essential documents for:

- (a) detained suspects who, in accordance with *paragraph 3.5(c)(ii)*, the custody officer has determined require an interpreter, and
- (b) suspects who are not under arrest but are cautioned as in *section 10* who, in accordance with *paragraph 3.21*, the interviewer has determined require an interpreter.

In these cases, the responsibilities of the custody officer are, if appropriate, assigned to the interviewer. An interviewer who has any doubts about whether an interpreter is required or about how the provisions of this section should be applied to a suspect who is not under arrest should seek advice from an officer of the rank of sergeant or above. If the suspect has a hearing or speech impediment, references to 'interpreter' and 'interpretation' in this Code include appropriate assistance necessary to establish effective communication with that person.

13.1A The provisions of *this* Code implement the requirements for those to whom this Code applies. These requirements include the following:

- That the arrangements made and the quality of interpretation and translation provided shall be sufficient to 'safeguard the fairness of the proceedings, in particular by ensuring that suspected or accused persons have knowledge of the cases against them and are able to exercise their right of defence'. This means that the suspect must be able to understand their position and be able to communicate effectively with police officers, interviewers, advocates and appropriate adults as provided for by this and any other Code in the same way as a suspect who can speak and understand English and who does not have a hearing or speech impediment and who would therefore not require an interpreter.
- The provision of a written translation of all documents considered essential for the person to exercise their right of defence and to 'safeguard the fairness of the proceedings' as described above. For the purposes of this Code, this includes any decision to authorise a person to be detained and details of any offence(s) with which the person has been charged or for which they have been told they may be prosecuted, see Annex M.

- Procedures to help determine:
 - ~ whether a suspect can speak and understand English and needs the assistance of an interpreter, see *paragraph 13.1* and *Notes 13B* and *13C*; and
 - ~ whether another interpreter should be called or another translation should be provided when a suspect complains about the quality of either or both, see *paragraphs 13.10A* and *13.10C*.

13.1B All reasonable attempts should be made to make the suspect understand that interpretation and translation will be provided at public expense.

13.1C Not used.

(b) *Interviewing suspects - foreign languages*

13.2 Unless *paragraphs 11.1* or *11.18(c)* apply, a suspect who for the purposes of this Code requires an interpreter because they do not appear to speak or understand English (see *paragraphs 3.5(c)(ii)* and *3.12*) must not be interviewed in the absence of a person capable of interpreting.

13.2A An interpreter should also be called if a juvenile is interviewed and their parent or guardian, present as the appropriate adult, does not appear to speak or understand English, unless the interview is urgent and *paragraphs 11.1* or *11.18(c)* apply.

13.3 When a written record of the interview is made (see *paragraph 11.7*), the interviewer shall make sure the interpreter makes a note of the interview at the time in the person's language for use in the event of the interpreter being called to give evidence, and certifies its accuracy. The interviewer should allow sufficient time for the interpreter to note each question and answer after each is put, given and interpreted. The person should be allowed to read the record or have it read to them and sign it as correct or indicate the respects in which they consider it inaccurate. If an audio or visual record of the interview is made, the arrangements in Code E or F shall apply.

13.4 In the case of a person making a statement under caution to a police officer or other police staff other than in English:

- (a) the interpreter shall record the statement in the language it is made;
- (b) the person shall be invited to sign it;
- (c) an official English translation shall be made in due course.

(c) *Interviewing suspects who have a hearing or speech impediment*

13.5 Unless *paragraphs 11.1* or *11.18(c)* (urgent interviews) apply, a suspect who for the purposes of this Code requires an interpreter or other appropriate assistance to enable effective communication with them because they appear to have a hearing or speech impediment (see *paragraphs 3.5(c)(ii)* and *3.12*) must not be interviewed in

the absence of an independent person capable of interpreting or without that assistance.

- 13.6 An interpreter should also be called if a juvenile is interviewed and their parent or guardian, present as the appropriate adult, appears to have a hearing or speech impediment, unless the interview is urgent and *paragraphs 11.1 or 11.18(c)* apply.
- 13.7 The interviewer shall make sure the interpreter is allowed to read the interview record and certify its accuracy in the event of the interpreter being called to give evidence. If the interview is audibly recorded or visually recorded, the arrangements in Code E or F apply.

(d) Additional rules for detained persons

- 13.8 *Not used.*
- 13.9 If *paragraph 6.1* applies and the detainee cannot communicate with the advocate because of language, hearing or speech difficulties, an interpreter must be called. A police officer or any other police staff may not be used for this purpose.
- 13.10 After the custody officer has determined that a detainee requires an interpreter (see *paragraph 3.5(c)(ii)*) and following the initial action in *paragraphs 3.1 to 3.5*, arrangements must also be made for an interpreter to:
- explain the grounds and reasons for any authorisation for their *continued* detention, before or after charge and any information about the authorisation given to them by the authorising officer and which is recorded in the custody record. See *paragraphs 15.3, 15.4 and 15.16(a) and (b)*;
 - be present at court for the hearing of an application for a warrant of further detention or any extension or further extension of such warrant to explain any grounds and reasons for the application and any information about the authorisation of their further detention given to them by the court (see PPPA, sections 46 and 47 and *paragraphs 15.2 and 15.16(c)*); and
 - explain any offence with which the detainee is charged or for which they are informed they may be prosecuted and any other information about the offence given to them by or on behalf of the custody officer, see *paragraphs 16.1 and 16.3*. 13.10A If a detainee complains that they are not satisfied with the quality of interpretation, the custody officer or (as the case may be) the interviewer, is responsible for deciding whether a different interpreter should be called in accordance with the procedures set out in the arrangements made by the Chief Constable, see *paragraph 13.1A*.

(e) Translations of essential documents

- 13.10B Written translations, oral translations and oral summaries of essential documents in a language the detainee understands shall be provided in accordance with Annex M (Translations of documents and records).

13.10C If a detainee complains that they are not satisfied with the quality of the translation, the custody officer or (as the case may be) the interviewer, is responsible for deciding whether a further translation should be provided in accordance with the procedures set out in the arrangements made by the Chief Constable, see *paragraph 13.1A*.

(f) Decisions not to provide interpretation and translation.

13.10D If a suspect challenges a decision:

- made by the custody officer or (as the case may be) by the interviewer, in accordance with this Code (see *paragraphs 3.5(c)(ii)* and *3.21*) that they do not require an interpreter, or
- made in accordance with *paragraphs 13.10A, 13.10B* or *13.10C* not to provide a different interpreter or another translation or not to translate a requested document, the matter shall be reported to an inspector to deal with as a complaint for the purposes of *paragraph 9.2* or *paragraph 12.9* if the challenge is made during an interview.

(g) Documentation

13.11 The following must be recorded in the custody record or, as applicable, the interview record:

- (a) Action taken to call an interpreter;
- (b) Action taken when a detainee is not satisfied about the standard of interpretation or translation provided, see *paragraphs 13.10A* and *13.10C*;
- (c) When an urgent interview is carried out in accordance with *paragraph 13.2* or *13.5* in the absence of an interpreter;
- (d) When a detainee has been assisted by an interpreter for the purpose of providing or being given information or being interviewed;
- (e) Action taken in accordance with Annex M when:
 - a written translation of an essential document is provided;
 - an oral translation or oral summary of an essential document is provided instead of a written translation and the authorising officer's reason(s) why this would not prejudice the fairness of the proceedings (see *Annex M, paragraph 3*);
 - a suspect waives their right to a translation of an essential document (see *Annex M, paragraph 4*);
 - when representations that a document which is not included in the table is essential and that a translation should be provided are refused and the reason for the refusal (see *Annex M, paragraph 8*).

Notes for Guidance

13A Not used.

13B A procedure for determining whether a person needs an interpreter might involve a telephone interpreter service or using cue cards or similar visual aids which enable the detainee to indicate their ability to speak and understand English and their preferred language. This could be confirmed through an interpreter who could also assess the extent to which the person can speak and understand English.

13C There should also be a procedure for determining whether a suspect who requires an interpreter requires assistance in accordance with paragraph 3.20 to help them check and if applicable, sign any documentation.

14 Questioning - special restrictions

14.1 If a person is arrested by the police force on behalf of a police force outside of the Island and the lawful period of detention in respect of that offence has not yet commenced in accordance with PPPA, section 44, no questions may be put to them about the offence while they are in transit between the forces except to clarify any voluntary statement they make.

14.2 If a person is in police detention at a hospital, they may not be questioned without the agreement of a responsible doctor. See Note 14A.

Note for Guidance

14A If questioning takes place at a hospital under paragraph 14.2, or on the way to or from a hospital, the period of questioning concerned counts towards the total period of detention permitted.

15 Reviews and extensions of detention

(a) Persons detained under PPPA

15.0 The requirement in *paragraph 3.4(b)* that documents and materials essential to challenging the lawfulness of the detainee's arrest and detention must be made available to the detainee or their advocate, applies for the purposes of this section as follows:

- (a) The officer reviewing the need for detention without charge (*PPPA, section 43*), or (as the case may be) the officer considering the need to extend detention without charge from 24 to 48 hours (*PPPA, section 45*), is responsible, in consultation with the investigating officer, for deciding which documents and materials are essential and must be made available.
- (b) When *paragraph 15.7A* applies (application for a warrant of further detention or extension of such a warrant), the officer making the application is responsible for deciding which documents and materials are essential and must be made available *before* the hearing. See Note 3ZA.

- 15.1 The review officer is responsible under PPPA, section 43 for periodically determining if a person's detention, before or after charge, continues to be necessary. This requirement continues throughout the detention period and, except as in *paragraph 15.10*, the review officer must be present at the police station holding the detainee. See *Notes 15A* and *15B*.
- 15.2 Under PPPA, section 45, an officer of chief inspector rank or above, or of the rank of inspector who is authorised from the purposes of this section by the Chief Constable, may give authority any time after the second review to extend the maximum period the person may be detained without charge to no more than 48 hours after the relevant time (as defined under section 44(2) of the PPPA). Further detention without charge may be authorised only by a court in accordance with PPPA, sections 46 and 47 See *Notes 15C, 15D* and *15E*.
- 15.2A An authorisation under section 45(1) of PPPA may extend the maximum period of detention permitted before charge for serious offences from 24 hours to no more than 48 hours. Detaining a juvenile or mentally vulnerable person for longer than 24 hours will be dependent on the circumstances of the case and with regard to the person's:
- (a) special vulnerability;
 - (b) the legal obligation to provide an opportunity for representations to be made prior to a decision about extending detention;
 - (c) the need to consult and consider the views of any appropriate adult; and
 - (d) any alternatives to police custody.
- 15.3 Before deciding whether to authorise continued detention the officer responsible under *paragraph 15.1* or *15.2* shall give an opportunity to make representations about the detention to:
- (a) the detainee, unless in the case of a review as in *paragraph 15.1*, the detainee is asleep;
 - (b) the detainee's advocate if available at the time; and
 - (c) the appropriate adult if available at the time.
- See *Note 15CA*
- 15.3A Other people having an interest in the detainee's welfare may also make representations at the authorising officer's discretion.
- 15.3B Subject to *paragraph 15.10*, the representations may be made orally in person or by telephone or in writing. The authorising officer may, however, refuse to hear oral representations from the detainee if the officer considers them unfit to make representations because of their condition or behaviour. See *Note 15C*.
- 15.3C The decision on whether the review takes place in person or by telephone or by video conferencing (see *Note 15G*) is a matter for the review officer. In determining the form the review may take, the review officer must always take full account of

the needs of the person in custody. The benefits of carrying out a review in person should always be considered, based on the individual circumstances of each case with specific additional consideration if the person is:

- (a) a juvenile (and the age of the juvenile); or
- (b) suspected of being mentally vulnerable; or
- (c) in need of medical attention for other than routine minor ailments; or
- (d) subject to presentational or community issues around their detention.

15.4 Before conducting a review or determining whether to extend the maximum period of detention without charge, the officer responsible must make sure the detainee is reminded of their entitlement to free legal advice, see *paragraph 6.5*, unless in the case of a review the person is asleep.

15.5 If, after considering any representations, the review officer under *paragraph 15.1* decides to keep the detainee in detention or the superintendent under *paragraph 15.2* extends the maximum period for which they may be detained without charge, then any comment made by the detainee shall be recorded. If applicable, the officer shall be informed of the comment as soon as practicable. See also *paragraphs 11.4* and *11.13*.

15.6 No officer shall put specific questions to the detainee:

- regarding their involvement in any offence; or
- in respect of any comments they may make:
 - ~ when given the opportunity to make representations; or
 - ~ in response to a decision to keep them in detention or extend the maximum period of detention.

Such an exchange could constitute an interview as in *paragraph 11.1A* and would be subject to the associated safeguards in *section 11* and, in respect of a person who has been charged, *paragraph 16.5*. See also *paragraph 11.13*.

15.7 A detainee who is asleep at a review, see *paragraph 15.1*, and whose continued detention is authorised must be informed about the decision and reason as soon as practicable after waking.

15.7A When an application is made to a court under PPPA, section 46 for a warrant of further detention to extend detention without charge of a person arrested for an *offence triable on information*, or under section 47, to extend or further extend that warrant, the detainee:

- (a) must be brought to court for the hearing of the application;
- (b) is entitled to be legally represented if they wish, in which case, *Annex B* cannot apply; and
- (c) must be given a copy of the information which supports the application and states:

- (i) the nature of the offence for which the person to whom the application relates has been arrested;
- (ii) the general nature of the evidence on which the person was arrested;
- (iii) what inquiries about the offence have been made and what further inquiries are proposed;
- (iv) the reasons for believing continued detention is necessary for the purposes of the further inquiries;

Note: A warrant of further detention can only be issued or extended if the court has reasonable grounds for believing that the person's further detention is necessary for the purpose of obtaining evidence of an offence triable on information for which the person has been arrested and that the investigation is being conducted diligently and expeditiously. See *paragraph 15.0(b)*.

15.8 Not used.

(b) *Review of detention by telephone and video conferencing facilities*

15.9 The officer responsible under section 43 for reviewing the detention of a person who has not been charged, need not attend the police station holding the detainee and may carry out the review by telephone.

15.9A The officer responsible under section 43 for reviewing the detention of a person who has not been charged, need not attend the police station holding the detainee and may carry out the review by video conferencing facilities. See *Note 15G*.

15.9B Not used.

15.9C The review officer can decide at any stage that a telephone review or review by video conferencing should be terminated and that the review will be conducted in person. The reasons for doing so should be noted in the custody record. See *Note 15F*.

15.10 When a review is carried out by telephone or by video conferencing facilities, an officer at the station holding the detainee shall be required by the review officer to fulfil that officer's obligations under PPPA section 43 and this Code by:

- (a) making any record connected with the review in the detainee's custody record;
- (b) if applicable, making the record in (a) in the presence of the detainee; and
- (c) for a review by telephone, giving the detainee information about the review.

15.11 When a review is carried out by telephone or by video conferencing facilities, the requirement in *paragraph 15.3* will be satisfied:

- (a) if facilities exist for the immediate transmission of written representations to the review officer, e.g. fax or email message, by allowing those who are given the opportunity to make representations, to make their representations:

- (i) orally by telephone or (as the case may be) by means of the video conferencing facilities; or
 - (ii) in writing using the facilities for the immediate transmission of written representations; and
- (b) in all other cases, by allowing those who are given the opportunity to make representations, to make their representations orally by telephone or by means of the video conferencing facilities.

(c) **Documentation**

15.12 It is the officer's responsibility to make sure all reminders given under *paragraph 15.4* are noted in the custody record.

15.13 The grounds for, and extent of, any delay in conducting a review shall be recorded.

15.14 When a review is carried out by telephone or video conferencing facilities, a record shall be made of:

- (a) the reason the review officer did not attend the station holding the detainee;
- (b) the place the review officer was;
- (c) the method representations, oral or written, were made to the review officer, see *paragraph 15.11*.

15.15 Any written representations shall be retained.

15.16 A record shall be made as soon as practicable of:

- (a) the outcome of each review of detention before or after charge, and if *paragraph 15.7* applies, of when the person was informed and by whom;
- (b) the outcome of any determination under PPPA, section 45 by a chief inspector, or by an officer of the rank of inspector who is authorised for the purposes of this section, whether to extend the maximum period of detention without charge up to 48 hours from the relevant time. If an authorisation is given, the record shall state the number of hours and minutes by which the detention period is extended or further extended.
- (c) the outcome of each application under PPPA, section 46, for a warrant of further detention or under section 47, for an extension or further extension of that warrant.

If a warrant for further detention is granted under section 46 or extended or further extended under section 47, the record shall state the detention period authorised by the warrant and the date and time it was granted or (as the case may be) the period by which the warrant is extended or further extended.

Note: Any period during which a person is released on bail does not count towards the maximum period of detention without charge allowed under PPPA, sections 44 to 47.

Notes for Guidance

15A Review officer for the purposes of:

- *PPPA, section 43 means, in the case of a person arrested but not charged, an officer of at least inspector rank not directly involved in the investigation and, if a person has been arrested and charged, the custody officer.*

15B *The detention of persons in police custody not subject to the statutory review requirement in paragraph 15.1 should still be reviewed periodically as a matter of good practice. Such reviews can be carried out by the custody office or an officer of the rank of sergeant or above. The purpose of such reviews is to check the particular power under which a detainee is held continues to apply, any associated conditions are complied with and to make sure appropriate action is taken to deal with any changes. This includes the detainee's prompt release when the power no longer applies, or their transfer if the power requires the detainee be taken elsewhere as soon as the necessary arrangements are made. Examples include persons:*

- arrested on warrant because they failed to answer bail to appear at court;*
- arrested under the Bail Act 1952 for breaching a condition of bail;*
- in police custody for specific purposes and periods under section 3 of the Custody Act 1995;*
- convicted, or remand prisoners, held in police stations on behalf of the section 20 of the Custody Act 1995;*
- being detained to prevent them causing a breach of the peace;*
- detained at police stations on behalf of Immigration Enforcement (formerly the UK Immigration Service);*
- detained by order of a court under 49A of the PPPA to facilitate the recovery of evidence after being charged with drug possession or drug trafficking and suspected of having swallowed drugs.*

The detention of persons remanded into police detention by order of a court under the 49A of the PPPA is subject to a statutory requirement to review that detention. This is to make sure the detainee is taken back to court no later than the end of the period authorised by the court or when the need for their detention by police ceases, whichever is the sooner.

15C *In the case of a review of detention, but not an extension, the detainee need not be woken for the review. However, if the detainee is likely to be asleep, e.g. during a period of rest allowed as in paragraph 12.2, at the latest time a review or authorisation to extend detention may take place, the officer should, if the legal obligations and time constraints permit, bring forward the procedure to allow the detainee to make representations. A detainee not asleep during the review must be present when the grounds for their continued detention are recorded and must at the same time be informed of those grounds unless the review officer considers the person is incapable of understanding what is said, violent or likely to become violent or in urgent need of medical attention.*

- 15CA *In paragraph 15.3(b) and (c), ‘available’ includes being contactable in time to enable them to make representations remotely by telephone or other electronic means or in person by attending the station. Reasonable efforts should therefore be made to give the advocate and appropriate adult sufficient notice of the time the decision is expected to be made so that they can make themselves available.*
- 15D *An application to a Court under PPPA, sections 46 or 47 for a warrant of further detention or its extension should be made between 10am and 9pm, and if possible during normal court hours. It will not usually be practicable to arrange for a court to sit specially outside the hours of 10am to 9pm. If it appears a special sitting may be needed outside normal court hours but between 10am and 9pm, the clerk to the justices should be given notice and informed of this possibility, while the court is sitting if possible.*
- 15E *Not used.*
- 15F *Telephone reviews do not apply to reviews of detention after charge by the custody officer. When video conferencing is not required, they allow the use of a telephone to carry out a review of detention before charge. The procedure under PPPA, section 45 must be done in person.*
- 15G *Video conferencing facilities means any facilities (whether a live television link or other facilities) by means of which the review can be carried out with the review officer, the detainee concerned and the detainee’s advocate all being able to both see and to hear each other.*

16 Charging detained persons

(a) Action

- 16.1 When the officer in charge of the investigation reasonably believes there is sufficient evidence to provide a realistic prospect of conviction for the offence (see *paragraph 11.6*), they shall without delay, and subject to the following qualification, inform the custody officer who will be responsible for considering whether the detainee should be charged. See *Notes 11B* and *16A*. When a person is detained in respect of more than one offence it is permissible to delay informing the custody officer until the above conditions are satisfied in respect of all the offences, but see *paragraph 11.6*. If the detainee is a juvenile, mentally disordered or otherwise mentally vulnerable, any resulting action shall be taken in the presence of the appropriate adult if they are present at the time.

See *Notes 16B* and *16C*.

- 16.1A Where any guidance is issued by the Attorney General’s Chambers (AGCs), the custody officer must comply with that guidance in deciding how to act in dealing with the detainee. See *Notes 16AA* and *16AB*.
- 16.1B Where the custody officer decides that the case should be immediately referred to the AGCs to make the charging decision, consultation should take place with a prosecutor as soon as is reasonably practicable. Where the prosecutor is unable to make the charging decision on the information available at that time, the detainee

may be released without charge and on bail under section 50A of PPPA (with conditions if necessary). In such circumstances, the detainee should be informed that they are being released to enable the prosecutor to make a decision.

16.1BA Where the detainee is to be released on bail with conditions attached, whether these conditions were imposed before or after charge, the conditions and the reasons (as set out under section 50A(1)(b) of PPPA) for the imposition of those conditions must be recorded in the Custody Record. A copy of the conditions must be provided to the detainee who must have the conditions, and the reasons for those conditions, explained to him or her. The detainee must be informed of the detainee's right to appeal any conditions imposed. If the detainee wishes to appeal the procedure in sections 50B or 50C of PPPA should be followed as appropriate and a record of the decisions made following those procedures, and the reasons for those decisions, must be kept in the Custody Record.

16.2 When a detainee is charged with or informed they may be prosecuted for an offence, see *Note 16B*, they shall, unless the restriction on drawing adverse inferences from silence applies, see *Annex C*, be cautioned as follows:

'You do not have to say anything. But it may harm your defence if you do not mention now something which you later rely on in court. Anything you do say may be given in evidence.'

Annex C, paragraph 2 sets out the alternative terms of the caution to be used when the restriction on drawing adverse inferences from silence applies.

16.3 When a detainee is charged they shall be given a written notice showing particulars of the offence and, subject to *paragraph 2.6A*, the officer's name and the case reference number. As far as possible the particulars of the charge shall be stated in simple terms, but they shall also show the precise offence in law with which the detainee is charged. The notice shall begin:

'You are charged with the offence(s) shown below.' Followed by the caution.

If the detainee is a juvenile, mentally disordered or otherwise mentally vulnerable, a copy of the notice should also be given to the appropriate adult.

16.4 If, after a detainee has been charged with or informed they may be prosecuted for an offence, an officer wants to tell them about any written statement or interview with another person relating to such an offence, the detainee shall either be handed a true copy of the written statement or the content of the interview record brought to their attention. Nothing shall be done to invite any reply or comment except to:

- (a) caution the detainee, *'You do not have to say anything, but anything you do say may be given in evidence.'*; and
- (b) remind the detainee about their right to legal advice.

16.4A If the detainee:

- cannot read, the document may be read to them;

- is a juvenile, mentally disordered or otherwise mentally vulnerable, the appropriate adult shall also be given a copy, or the interview record shall be brought to their attention.
- 16.5 A detainee may not be interviewed about an offence after they have been charged with, or informed they may be prosecuted for it, unless the interview is necessary:
- to prevent or minimise harm or loss to some other person, or the public
 - to clear up an ambiguity in a previous answer or statement
 - in the interests of justice for the detainee to have put to them, and have an opportunity to comment on, information concerning the offence which has come to light since they were charged or informed they might be prosecuted
- Before any such interview, the interviewer shall:
- (a) caution the detainee,

‘You do not have to say anything, but anything you do say may be given in evidence.’
 - (b) remind the detainee about their right to legal advice. See Note 16B
- 16.6 The provisions of *paragraphs 16.2 to 16.5* must be complied with in the appropriate adult's presence if they are already at the police station. If they are not at the police station then these provisions must be complied with again in their presence when they arrive unless the detainee has been released. See *Note 16C*.
- 16.7 When a juvenile is charged with an offence and the custody officer authorises their continued detention after charge, the custody officer must make arrangements for the juvenile to be taken into the care of the DHSC to be detained pending appearance in court *unless* the custody officer certifies in accordance with PPPA, section 41(6), that:
- (a) for any juvenile; it is impracticable to do so; or,
 - (b) not used.
- 16.7A The requirement in *paragraph 3.4(b)* that documents and materials essential to effectively challenging the lawfulness of the detainee's arrest and detention must be made available to the detainee and, if they are represented, their advocate, applies for the purposes of this section and a person's detention after charge. This means that the custody officer making the bail decision (PPPA, section 41) or reviewing the need for detention after charge (*PPPA, section 43*), is responsible for determining what, if any, documents or materials are essential and must be made available to the detainee or their advocate. See *Note 3ZA*.
- (b) Documentation**
- 16.8 A record shall be made of anything a detainee says when charged.
- 16.9 Any questions put in an interview after charge and answers given relating to the offence shall be recorded in full during the interview on forms for that purpose and

the record signed by the detainee or, if they refuse, by the interviewer and any third parties present. If the questions are audibly recorded or visually recorded the arrangements in Code E or F apply.

- 16.10 If arrangements for a juvenile's transfer into DHSC care as in *paragraph 16.7* are not made, the custody officer must record the reasons in a certificate which must be produced before the court with the juvenile. See *Note 16D*.

Notes for Guidance

- 16A *The custody officer must take into account alternatives to prosecution under any guidance issued by AGCs applicable to persons under 18, and under any guidance issued by the AGCs on the cautioning of offenders applicable to persons aged 18 and over.*
- 16AA *Not used.*
- 16AB *Where any guidance issued by the AGCs is in force, a custody officer who determines in accordance with that Guidance that there is sufficient evidence to charge the detainee, may detain that person for no longer than is reasonably necessary to decide how that person is to be dealt with under PPPA, section 40, including, where appropriate, further consultation with the Duty Prosecutor. The period is subject to the maximum period of detention before charge determined by PPPA, sections 44 to 47. Where in accordance with any guidance the case is referred to the AGCs for decision, the custody officer should ensure that an officer involved in the investigation sends to the AGCs such information as is specified in any guidance provided.*
- 16B *The giving of a warning or the service of the Notice of Intended Prosecution required by the Road Traffic Act 1985, section 55 does not amount to informing a detainee they may be prosecuted for an offence and so does not preclude further questioning in relation to that offence.*
- 16C *There is no power under PPPA to detain a person and delay action under paragraphs 16.2 to 16.5 solely to await the arrival of the appropriate adult. Reasonable efforts should therefore be made to give the appropriate adult sufficient notice of the time the decision (charge etc.) is to be implemented so that they can be present. If the appropriate adult is not, or cannot be, present at that time, the detainee should be released on bail to return for the decision to be implemented when the adult is present, unless the custody officer determines that the absence of the appropriate adult makes the detainee unsuitable for bail for this purpose. After charge, bail cannot be refused, or release on bail delayed, simply because an appropriate adult is not available, unless the absence of that adult provides the custody officer with the necessary grounds to authorise detention after charge under PPPA, section 41.*
- 16D *Except as in paragraph 16.7, neither a juvenile's behaviour nor the nature of the offence provides grounds for the custody officer to decide it is impracticable to arrange the juvenile's transfer to DHSC care. Impracticability concerns the transport and travel requirements and the lack of secure accommodation which is provided for the purposes of restricting liberty does not make it impracticable to transfer the juvenile. The obligation to transfer a juvenile to DHSC accommodation applies as much to a juvenile charged during the daytime as to a*

juvenile to be held overnight, subject to a requirement to bring the juvenile before a court under PPPA, section 49.

17 Not used.

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ANNEX A: INTIMATE AND STRIP SEARCHES

A Intimate search

1. An intimate search consists of the physical examination of a person's body orifices other than the mouth. The intrusive nature of such searches means the actual and potential risks associated with intimate searches must never be underestimated.
 - (a) *Action*
 2. Body orifices other than the mouth may be searched only:
 - (a) if authorised by an officer of inspector rank or above who has reasonable grounds for believing that the person may have concealed on themselves:
 - (i) anything which they could and might use to cause physical injury to themselves or others at the station; or
 - (ii) a Class A drug which they intended to supply to another or to export; and the officer has reasonable grounds for believing that an intimate search is the only means of removing those items; and
 - (b) if the search is under *paragraph 2(a)(ii)* (a drug offence search), the detainee's appropriate consent has been given in writing.
- 2A. Before the search begins, a police officer or designated detention officer, must tell the detainee:-
 - (a) that the authority to carry out the search has been given;
 - (b) the grounds for giving the authorisation and for believing that the article cannot be removed without an intimate search.
- 2B. Before a detainee is asked to give appropriate consent to a search under *paragraph 2(a)(ii)* (a drug offence search) they must be warned that if they refuse without good cause their refusal may harm their case if it comes to trial, see *Note A6*. This warning may be given by a police officer or member of police staff. In the case of juveniles, mentally vulnerable or mentally disordered suspects, the seeking and giving of consent must take place in the presence of the appropriate adult. A juvenile's consent is only valid if their parent's or guardian's consent is also obtained unless the juvenile is under 14, when their parent's or guardian's consent is sufficient in its own right. A detainee who is not legally represented must be reminded of their entitlement to have free legal advice, see *Code C, paragraph 6.5*, and the reminder noted in the custody record.
3. An intimate search may only be carried out by a registered medical practitioner or registered nurse, unless an officer of at least inspector rank considers this is not practicable and the search is to take place under *paragraph 2(a)(i)*, in which case a police officer may carry out the search. See *Notes A1 to A5*. 3A. Any proposal for a search under *paragraph 2(a)(i)* to be carried out by someone other than a registered medical practitioner or registered nurse must only be considered as a last resort and

when the authorising officer is satisfied the risks associated with allowing the item to remain with the detainee outweigh the risks associated with removing it. See *Notes A1 to A5*.

4. An intimate search under:

- *paragraph 2(a)(i)* may take place only at a hospital, surgery, other medical premises or police station;
- *paragraph 2(a)(ii)*

may take place only at a hospital, surgery or other medical premises and must be carried out by a registered medical practitioner or a registered nurse.

5. An intimate search at a police station of a juvenile or mentally disordered or otherwise mentally vulnerable person may take place only in the presence of an appropriate adult of the same sex (see *Annex L*), unless the detainee specifically requests a particular adult of the opposite sex who is readily available. In the case of a juvenile, the search may take place in the absence of the appropriate adult only if the juvenile signifies in the presence of the appropriate adult they do not want the adult present during the search and the adult agrees. A record shall be made of the juvenile's decision and signed by the appropriate adult.

6. When an intimate search under *paragraph 2(a)(i)* is carried out by a police officer, the officer must be of the same sex as the detainee (see *Annex L*). A minimum of two people, other than the detainee, must be present during the search. Subject to *paragraph 5*, no person of the opposite sex who is not a medical practitioner or nurse shall be present, nor shall anyone whose presence is unnecessary. The search shall be conducted with proper regard to the sensitivity and vulnerability of the detainee.

(b) Documentation

7. In the case of an intimate search, the following shall be recorded as soon as practicable in the detainee's custody record:

- (a) for searches under paragraphs 2(a)(i) and (ii);
- the authorisation to carry out the search;
 - the grounds for giving the authorisation;
 - the grounds for believing the article could not be removed without an intimate search;
 - which parts of the detainee's body were searched;
 - who carried out the search;
 - who was present;
 - the result.
- (b) for searches under paragraph 2(a)(ii):
- the giving of the warning required by *paragraph 2B*;

- the fact that the appropriate consent was given or (as the case may be) refused, and if refused, the reason given for the refusal (if any).

8. If an intimate search is carried out by a police officer, the reason why it was impracticable for a registered medical practitioner or registered nurse to conduct it must be recorded.

B Strip search

9. A strip search is a search involving the removal of more than outer clothing. In this Code, outer clothing includes shoes and socks.

(a) Action

10. A strip search may take place only if it is considered necessary to remove an article which a detainee would not be allowed to keep and the officer reasonably considers the detainee might have concealed such an article. Strip searches shall not be routinely carried out if there is no reason to consider that articles are concealed.

(b) The conduct of strip searches

11. When strip searches are conducted:

- (a) a police officer carrying out a strip search must be the same sex as the detainee (see *Annex L*);
- (b) the search shall take place in an area where the detainee cannot be seen by anyone who does not need to be present, nor by a member of the opposite sex (see *Annex L*) except an appropriate adult who has been specifically requested by the detainee;
- (c) except in cases of urgency, where there is risk of serious harm to the detainee or to others, whenever a strip search involves exposure of intimate body parts, there must be at least two people present other than the detainee, and if the search is of a juvenile or mentally disordered or otherwise mentally vulnerable person, one of the people must be the appropriate adult. Except in urgent cases as above, a search of a juvenile may take place in the absence of the appropriate adult only if the juvenile signifies in the presence of the appropriate adult that they do not want the adult to be present during the search and the adult agrees. A record shall be made of the juvenile's decision and signed by the appropriate adult. The presence of more than two people, other than an appropriate adult, shall be permitted only in the most exceptional circumstances;
- (d) the search shall be conducted with proper regard to the sensitivity and vulnerability of the detainee in these circumstances and every reasonable effort shall be made to secure the detainee's co-operation and minimise embarrassment. Detainees who are searched shall not normally be required to remove all their clothes at the same time, e.g. a person should be allowed

to remove clothing above the waist and redress before removing further clothing;

- (e) if necessary to assist the search, the detainee may be required to hold their arms in the air or to stand with their legs apart and bend forward so a visual examination may be made of the genital and anal areas provided no physical contact is made with any body orifice;
- (f) if articles are found, the detainee shall be asked to hand them over. If articles are found within any body orifice other than the mouth, and the detainee refuses to hand them over, their removal would constitute an intimate search, which must be carried out as in *Part A*;
- (g) a strip search shall be conducted as quickly as possible, and the detainee allowed to dress as soon as the procedure is complete.

(c) **Documentation**

12. A record shall be made on the custody record of a strip search including the reason it was considered necessary, those present and any result.

Notes for Guidance

- A1 *Before authorising any intimate search, the authorising officer must make every reasonable effort to persuade the detainee to hand the article over without a search. If the detainee agrees, a registered medical practitioner or registered nurse should whenever possible be asked to assess the risks involved and, if necessary, attend to assist the detainee.*
- A2 *If the detainee does not agree to hand the article over without a search, the authorising officer must carefully review all the relevant factors before authorising an intimate search. In particular, the officer must consider whether the grounds for believing an article may be concealed are reasonable.*
- A3 *If authority is given for a search under paragraph 2(a)(i), a registered medical practitioner or registered nurse shall be consulted whenever possible. The presumption should be that the search will be conducted by the registered medical practitioner or registered nurse and the authorising officer must make every reasonable effort to persuade the detainee to allow the medical practitioner or nurse to conduct the search.*
- A4 *A constable should only be authorised to carry out a search as a last resort and when all other approaches have failed. In these circumstances, the authorising officer must be satisfied the detainee might use the article for one or more of the purposes in paragraph 2(a)(i) and the physical injury likely to be caused is sufficiently severe to justify authorising a constable to carry out the search.*
- A5 *If an officer has any doubts whether to authorise an intimate search by a constable, the officer should seek advice from an officer of superintendent rank or above.*
- A6 *In warning a detainee who is asked to consent to an intimate drug offence search, as in paragraph 2B, the following form of words may be used:*

“You do not have to allow yourself to be searched, but I must warn you that if you refuse without good cause, your refusal may harm your case if it comes to trial.”

ANNEX B: DELAY IN NOTIFYING ARREST OR ALLOWING ACCESS TO LEGAL ADVICE

A Persons detained under PPPA

1. The exercise of the rights in *Section 5* or *Section 6* of this Code, or both, may be delayed if the person is in police detention in connection with a serious offence, has not yet been charged with an offence and an officer of inspector rank or above has reasonable grounds for believing their exercise will:
 - (i) lead to:
 - interference with, or harm to, evidence connected with an offence triable on information; or
 - interference with, or physical harm to, other people; or
 - (ii) lead to alerting other people suspected of having committed an offence triable on information but not yet arrested for it; or
 - (iii) hinder the recovery of property obtained in consequence of the commission of such an offence.
2. These rights may also be delayed if the officer has reasonable grounds to believe that:
 - (i) the person detained for an offence triable on information has benefited from their criminal conduct (decided in accordance with Part 2 of the Proceeds of Crime Act 2008); and
 - (ii) the recovery of the value of the property constituting that benefit will be hindered by the exercise of either right.
3. Authority to delay a detainee’s right to consult privately with an advocate may be given only if the authorising officer has reasonable grounds to believe the advocate the detainee wants to consult will, inadvertently or otherwise, pass on a message from the detainee or act in some other way which will have any of the consequences specified under *paragraphs 1 or 2*. In these circumstances, the detainee must be allowed to choose another advocate. See *Note B3*.
4. If the detainee wishes to see an advocate, access to that advocate may not be delayed on the grounds they might advise the detainee not to answer questions or the advocate was initially asked to attend the police station by someone else. In the latter case, the detainee must be told the advocate has come to the police station at another person's request, and must be asked to sign the custody record to signify whether they want to see the advocate.

5. The fact the grounds for delaying notification of arrest may be satisfied does not automatically mean the grounds for delaying access to legal advice will also be satisfied.
6. These rights may be delayed only for as long as grounds exist and in no case beyond 36 hours after the relevant time as in PPPA, section 44. If the grounds cease to apply within this time, the detainee must, as soon as practicable, be asked if they want to exercise either right, the custody record must be noted accordingly, and action taken in accordance with the relevant section of the Code.
7. A detained person must be permitted to consult an advocate for a reasonable time before any court hearing.

B Not used

C Documentation

13. The grounds for action under this Annex shall be recorded and the detainee informed of them as soon as practicable.
14. Any reply given by a detainee under *paragraphs 6 or 11* must be recorded and the detainee asked to endorse the record in relation to whether they want to receive legal advice at this point.

D Cautions and special warnings

15. When a suspect detained at a police station is interviewed during any period for which access to legal advice has been delayed under this Annex, the court or jury may not draw adverse inferences from their silence.

Notes for Guidance

- B1 Even if Annex B applies in the case of a juvenile, or a person who is mentally disordered or otherwise mentally vulnerable, action to inform the appropriate adult and the person responsible for a juvenile's welfare, if that is a different person, must nevertheless be taken as in paragraph 3.13 and 3.15.*
- B2 In the case of Commonwealth citizens and foreign nationals, see Note 7A.*
- B3 A decision to delay access to a specific advocate is likely to be a rare occurrence and only when it can be shown the suspect is capable of misleading that particular advocate and there is more than a substantial risk that the suspect will succeed in causing information to be conveyed which will lead to one or more of the specified consequences.*

**ANNEX C: RESTRICTION ON DRAWING ADVERSE INFERENCES FROM SILENCE
AND TERMS OF THE CAUTION WHEN THE RESTRICTION APPLIES**

(a) *The restriction on drawing adverse inferences from silence*

1. The PPPA, sections 70 to 74 describe the conditions under which adverse inferences may be drawn from a person's failure or refusal to say anything about their

involvement in the offence when interviewed, after being charged or informed they may be prosecuted. These provisions are subject to an overriding restriction on the ability of a court or jury to draw adverse inferences from a person's silence. This restriction applies:

- (a) to any detainee at a police station, see *Note 10C* who, before being interviewed, see *section 11* or being charged or informed they may be prosecuted, see *section 16*, has:
 - (i) asked for legal advice, see *section 6, paragraph 6.1*;
 - (ii) not been allowed an opportunity to consult an advocate, including the duty advocate, as in this Code; and
 - (iii) not changed their mind about wanting legal advice, see *section 6, paragraph 6.6(d)*. Note the condition in (ii) will:
 - ~ apply when a detainee who has asked for legal advice is interviewed before speaking to an advocate as in *section 6, paragraph 6.6(a)* or *(b)*;
 - ~ not apply if the detained person declines to ask for the duty advocate, see *section 6, paragraphs 6.6(c)* and *(d)*.
- (b) to any person charged with, or informed they may be prosecuted for, an offence who:
 - (i) has had brought to their notice a written statement made by another person or the content of an interview with another person which relates to that offence, see *section 16, paragraph 16.4*;
 - (ii) is interviewed about that offence, see *section 16, paragraph 16.5*; or (iii) makes a written statement about that offence, see *Annex D paragraphs 4* and *9*.

(b) Terms of the caution when the restriction applies

2. When a requirement to caution arises at a time when the restriction on drawing adverse inferences from silence applies, the caution shall be:

'You do not have to say anything, but anything you do say may be given in evidence.'

3. Whenever the restriction either begins to apply or ceases to apply after a caution has already been given, the person shall be re-cautioned in the appropriate terms. The changed position on drawing inferences and that the previous caution no longer applies shall also be explained to the detainee in ordinary language. See *Note C2*.

Notes for Guidance

C1 *The restriction on drawing inferences from silence does not apply to a person who has not been detained and who therefore cannot be prevented from seeking legal advice if they want to, see paragraphs 10.2 and 3.21.*

C2 *The following is suggested as a framework to help explain changes in the position on drawing adverse inferences if the restriction on drawing adverse inferences from silence:*

- (a) *begins to apply: ‘The caution you were previously given no longer applies. This is because after that caution:*
 - (i) *you asked to speak to an advocate but have not yet been allowed an opportunity to speak to an advocate. See paragraph 1(a); or*
 - (ii) *you have been charged with/informed you may be prosecuted. See paragraph 1(b). ‘This means that from now on, adverse inferences cannot be drawn at court and your defence will not be harmed just because you choose to say nothing. Please listen carefully to the caution I am about to give you because it will apply from now on. You will see that it does not say anything about your defence being harmed.’*
- (b) *ceases to apply before or at the time the person is charged or informed they may be prosecuted, see paragraph 1(a); ‘The caution you were previously given no longer applies. This is because after that caution you have been allowed an opportunity to speak to an advocate. Please listen carefully to the caution I am about to give you because it will apply from now on. It explains how your defence at court may be affected if you choose to say nothing.’*

ANNEX D: WRITTEN STATEMENTS UNDER CAUTION

(a) *Written by a person under caution*

1. A person shall always be invited to write down what they want to say.
2. A person who has not been charged with, or informed they may be prosecuted for, any offence to which the statement they want to write relates, shall:
 - (a) unless the statement is made at a time when the restriction on drawing adverse inferences from silence applies, see Annex C, be asked to write out and sign the following before writing what they want to say:

‘I make this statement of my own free will. I understand that I do not have to say anything but that it may harm my defence if I do not mention when questioned something which I later rely on in court. This statement may be given in evidence.’;
 - (b) if the statement is made at a time when the restriction on drawing adverse inferences from silence applies, be asked to write out and sign the following before writing what they want to say;

‘I make this statement of my own free will. I understand that I do not have to say anything. This statement may be given in evidence.’
3. When a person, on the occasion of being charged with or informed they may be prosecuted for any offence, asks to make a statement which relates to any such offence and wants to write it they shall:

- (a) unless the restriction on drawing adverse inferences from silence, see *Annex C*, applied when they were so charged or informed they may be prosecuted, be asked to write out and sign the following before writing what they want to say:

'I make this statement of my own free will. I understand that I do not have to say anything but that it may harm my defence if I do not mention when questioned something which I later rely on in court. This statement may be given in evidence.';

- (b) if the restriction on drawing adverse inferences from silence applied when they were so charged or informed they may be prosecuted, be asked to write out and sign the following before writing what they want to say:

'I make this statement of my own free will. I understand that I do not have to say anything. This statement may be given in evidence.'

4. When a person who has already been charged with or informed they may be prosecuted for any offence asks to make a statement which relates to any such offence and wants to write it, they shall be asked to write out and sign the following before writing what they want to say:

'I make this statement of my own free will. I understand that I do not have to say anything. This statement may be given in evidence.';

5. Any person writing their own statement shall be allowed to do so without any prompting except a police officer or other police staff may indicate to them which matters are material or question any ambiguity in the statement.

(b) Written by a police officer or any other person

6. If a person says they would like someone to write the statement for them, a police officer, or any other person must write the statement.

7. If the person has not been charged with, or informed they may be prosecuted for, any offence to which the statement they want to make relates they shall, before starting, be asked to sign, or make their mark, to the following:

- (a) unless the statement is made at a time when the restriction on drawing adverse inferences from silence applies, see *Annex C*:

'I,, wish to make a statement. I want someone to write down what I say. I understand that I do not have to say anything but that it may harm my defence if I do not mention when questioned something which I later rely on in court. This statement may be given in evidence.';

- (b) if the statement is made at a time when the restriction on drawing adverse inferences from silence applies:

'I,, wish to make a statement. I want someone to write down what I say. I understand that I do not have to say anything. This statement may be given in evidence.'

8. If, on the occasion of being charged with or informed they may be prosecuted for any offence, the person asks to make a statement which relates to any such offence they shall before starting be asked to sign, or make their mark to, the following:
- (a) unless the restriction on drawing adverse inferences from silence applied, see *Annex C*, when they were so charged or informed they may be prosecuted:
- 'I,, wish to make a statement. I want someone to write down what I say. I understand that I do not have to say anything but that it may harm my defence if I do not mention when questioned something which I later rely on in court. This statement may be given in evidence.'*;
- (b) if the restriction on drawing adverse inferences from silence applied when they were so charged or informed they may be prosecuted:
- 'I,, wish to make a statement. I want someone to write down what I say. I understand that I do not have to say anything. This statement may be given in evidence.'*
9. If, having already been charged with or informed they may be prosecuted for any offence, a person asks to make a statement which relates to any such offence they shall before starting, be asked to sign, or make their mark to:
- I,, wish to make a statement. I want someone to write down what I say. I understand that I do not have to say anything. This statement may be given in evidence.'*
10. The person writing the statement must take down the exact words spoken by the person making it and must not edit or paraphrase it. Any questions that are necessary, e.g. to make it more intelligible, and the answers given must be recorded at the same time on the statement form.
11. When the writing of a statement is finished the person making it shall be asked to read it and to make any corrections, alterations or additions they want. When they have finished reading they shall be asked to write and sign or make their mark on the following certificate at the end of the statement:
- 'I have read the above statement, and I have been able to correct, alter or add anything I wish. This statement is true. I have made it of my own free will.'*
12. If the person making the statement cannot read, or refuses to read it, or to write the above mentioned certificate at the end of it or to sign it, the person taking the statement shall read it to them and ask them if they would like to correct, alter or add anything and to put their signature or make their mark at the end. The person taking the statement shall certify on the statement itself what has occurred.

ANNEX E: SUMMARY OF PROVISIONS RELATING TO MENTALLY DISORDERED AND OTHERWISE MENTALLY VULNERABLE PEOPLE

1. If an officer has any suspicion, or is told in good faith, that a person of any age may be mentally disordered or otherwise mentally vulnerable, or mentally incapable of

understanding the significance of questions or their replies that person shall be treated as mentally disordered or otherwise mentally vulnerable for the purposes of this Code.

See *paragraph 1.4* and *Note E4*

2. In the case of a person who is mentally disordered or otherwise mentally vulnerable, 'the appropriate adult' means:
 - (a) a relative, guardian or other person responsible for their care or custody;
 - (b) someone experienced in dealing with mentally disordered or mentally vulnerable people but who is not a police officer, or employed by the police, or works under the direction of the police;
 - (c) failing these, some other responsible adult aged 18 or over who is not a police officer, or employed by the police, or works under the direction of the police. See *paragraph 1.7(b)* and *Note 1D*.
3. If the custody officer authorises the detention of a person who is mentally vulnerable or appears to be suffering from a mental disorder, the custody officer must as soon as practicable inform the appropriate adult of the grounds for detention and the person's whereabouts, and ask the adult to come to the police station to see them. If the appropriate adult:
 - is already at the station when information is given as in *paragraphs 3.1* to *3.5* the information must be given in their presence;
 - is not at the station when the provisions of *paragraph 3.1* to *3.5* are complied with these provisions must be complied with again in their presence once they arrive. See *paragraphs 3.15* to *3.17*
4. If the appropriate adult, having been informed of the right to legal advice, considers legal advice should be taken, the provisions of *section 6* apply as if the mentally disordered or otherwise mentally vulnerable person had requested access to legal advice. See *paragraph 3.19* and *Note E1*.
5. The custody officer must make sure a person receives appropriate clinical attention as soon as reasonably practicable if the person appears to be suffering from a mental disorder or in urgent cases immediately call the nearest appropriate healthcare professional or an ambulance. If an assessment under that Act is to take place at a police station, the custody officer must consider whether an appropriate healthcare professional should be called to conduct an initial clinical check on the detainee. See *paragraph 9.5* and *9.6*
6. It is imperative a mentally disordered or otherwise mentally vulnerable person detained under the Mental Health Act 1998, section 132 be assessed as soon as possible. A police station should only be used as a place of safety as a last resort but if that assessment is to take place at the police station, an approved social worker and registered medical practitioner shall be called to the station as soon as possible to carry it out. Once the detainee has been assessed and suitable arrangements been

made for their treatment or care, they can no longer be detained under section 132. A detainee should be immediately discharged from detention if a registered medical practitioner, having examined them, concludes they are not mentally disordered within the meaning of the Act. See *paragraph 3.16*.

7. If a mentally disordered or otherwise mentally vulnerable person is cautioned in the absence of the appropriate adult, the caution must be repeated in the appropriate adult's presence. See *paragraph 10.12*
8. A mentally disordered or otherwise mentally vulnerable person must not be interviewed or asked to provide or sign a written statement in the absence of the appropriate adult unless the provisions of *paragraphs 11.1 or 11.18 to 11.20* apply. Questioning in these circumstances may not continue in the absence of the appropriate adult once sufficient information to avert the risk has been obtained. A record shall be made of the grounds for any decision to begin an interview in these circumstances. See *paragraphs 11.1, 11.15 and 11.18 to 11.20*.
9. If the appropriate adult is present at an interview, they shall be informed they are not expected to act simply as an observer and the purposes of their presence are to:
 - advise the interviewee;
 - observe whether or not the interview is being conducted properly and fairly;
 - facilitate communication with the interviewee. See *paragraph 11.17*
10. If the detention of a mentally disordered or otherwise mentally vulnerable person is reviewed by a review officer, the appropriate adult must, if available at the time, be given an opportunity to make representations to the officer about the need for continuing detention. See *paragraph 15.3*.
11. If the custody officer charges a mentally disordered or otherwise mentally vulnerable person with an offence or takes such other action as is appropriate when there is sufficient evidence for a prosecution this must be carried out in the presence of the appropriate adult if they are at the police station. A copy of the written notice embodying any charge must also be given to the appropriate adult. See *paragraphs 16.1 to 16.4A*
12. An intimate or strip search of a mentally disordered or otherwise mentally vulnerable person may take place only in the presence of the appropriate adult of the same sex, unless the detainee specifically requests the presence of a particular adult of the opposite sex. A strip search may take place in the absence of an appropriate adult only in cases of urgency when there is a risk of serious harm to the detainee or others. See *Annex A, paragraphs 5 and 11(c)*.
13. Particular care must be taken when deciding whether to use any form of approved restraints on a mentally disordered or otherwise mentally vulnerable person in a locked cell. See *paragraph 8.2*.

Notes for Guidance

- E1 *The purpose of the provision at paragraph 3.19 is to protect the rights of a mentally disordered or otherwise mentally vulnerable detained person who does not understand the significance of what is said to them. If the detained person wants to exercise the right to legal advice, the appropriate action should be taken and not delayed until the appropriate adult arrives. A mentally disordered or otherwise mentally vulnerable detained person should always be given an opportunity, when an appropriate adult is called to the police station, to consult privately with an advocate in the absence of the appropriate adult if they want.*
- E2 *Although people who are mentally disordered or otherwise mentally vulnerable are often capable of providing reliable evidence, they may, without knowing or wanting to do so, be particularly prone in certain circumstances to provide information that may be unreliable, misleading or self-incriminating. Special care should always be taken when questioning such a person, and the appropriate adult should be involved if there is any doubt about a person's mental state or capacity. Because of the risk of unreliable evidence, it is important to obtain corroboration of any facts admitted whenever possible.*
- E3 *Because of the risks referred to in Note E2, which the presence of the appropriate adult is intended to minimise, officers of inspector rank or above should exercise their discretion to authorise the commencement of an interview in the appropriate adult's absence only in exceptional cases, if it is necessary to avert an immediate risk of serious harm. See paragraphs 11.1, 11.18 to 11.20.*
- E4 *There is no requirement for an appropriate adult to be present if a person is detained under section 132 of the Mental Health Act 1998 for assessment.*

ANNEX F: Not used

ANNEX G: FITNESS TO BE INTERVIEWED

1. This Annex contains general guidance to help police officers and healthcare professionals assess whether a detainee might be at risk in an interview.
2. A detainee may be at risk in an interview if it is considered that:
 - (a) conducting the interview could significantly harm the detainee's physical or mental state;
 - (b) anything the detainee says in the interview about their involvement or suspected involvement in the offence about which they are being interviewed might be considered unreliable in subsequent court proceedings because of their physical or mental state.
3. In assessing whether the detainee should be interviewed, the following must be considered:
 - (a) how the detainee's physical or mental state might affect their ability to understand the nature and purpose of the interview, to comprehend what is being asked and to appreciate the significance of any answers given and make rational decisions about whether they want to say anything;

- (b) the extent to which the detainee's replies may be affected by their physical or mental condition rather than representing a rational and accurate explanation of their involvement in the offence;
 - (c) how the nature of the interview, which could include particularly probing questions, might affect the detainee.
4. It is essential healthcare professionals who are consulted consider the functional ability of the detainee rather than simply relying on a medical diagnosis, e.g. it is possible for a person with severe mental illness to be fit for interview.
 5. Healthcare professionals should advise on the need for an appropriate adult to be present, whether reassessment of the person's fitness for interview may be necessary if the interview lasts beyond a specified time, and whether a further specialist opinion may be required.
 6. When healthcare professionals identify risks they should be asked to quantify the risks. They should inform the custody officer:
 - whether the person's condition:
 - ~ is likely to improve;
 - ~ will require or be amenable to treatment; and
 - indicate how long it may take for such improvement to take effect.
 7. The role of the healthcare professional is to consider the risks and advise the custody officer of the outcome of that consideration. The healthcare professional's determination and any advice or recommendations should be made in writing and form part of the custody record.
 8. Once the healthcare professional has provided that information, it is a matter for the custody officer to decide whether or not to allow the interview to go ahead and if the interview is to proceed, to determine what safeguards are needed. Nothing prevents safeguards being provided in addition to those required under the Code. An example might be to have an appropriate healthcare professional present during the interview, in addition to an appropriate adult, in order constantly to monitor the person's condition and how it is being affected by the interview.

ANNEX H: DETAINED PERSON: OBSERVATION LIST

1. If any detainee fails to meet any of the following criteria, an appropriate healthcare professional or an ambulance must be called.
2. When assessing the level of rousability, consider:

Rousability - can they be woken?

 - go into the cell
 - call their name
 - shake gently

Response to questions - can they give appropriate answers to questions such as:

- What's your name?
- Where do you live?
- Where do you think you are?

Response to commands - can they respond appropriately to commands such as:

- Open your eyes!
- Lift one arm, now the other arm!

3. Remember to take into account the possibility or presence of other illnesses, injury, or mental condition; a person who is drowsy and smells of alcohol may also have the following:

- Diabetes
- Epilepsy
- Head injury
- Drug intoxication or overdose
- Stroke

ANNEX I: Not used

ANNEX J: Not used

ANNEX K: X-RAYS AND ULTRASOUND SCANS

(a) Action

1. PPPA, section 58A allows a person who has been arrested and is in police detention to have an X-ray taken of them or an ultrasound scan to be carried out on them (or both) if:
 - (a) authorised by an officer of inspector rank or above who has reasonable grounds for believing that the detainee:
 - (i) may have swallowed a Class A drug; and
 - (ii) was in possession of that Class A drug with the intention of supplying it to another or to export; and
 - (b) the detainee's appropriate consent has been given in writing.
2. Before an x-ray is taken or an ultrasound scan carried out, a police officer or designated detention officer must tell the detainee:-
 - (a) that the authority has been given; and
 - (b) the grounds for giving the authorisation.

3. Before a detainee is asked to give appropriate consent to an x-ray or an ultrasound scan, they must be warned that if they refuse without good cause their refusal may harm their case if it comes to trial, see *Notes K1* and *K2*. This warning may be given by a police officer or member of police staff. In the case of juveniles, mentally vulnerable or mentally disordered suspects the seeking and giving of consent must take place in the presence of the appropriate adult. A juvenile's consent is only valid if their parent's or guardian's consent is also obtained unless the juvenile is under 14, when their parent's or guardian's consent is sufficient in its own right. A detainee who is not legally represented must be reminded of their entitlement to have free legal advice, see *Code C, paragraph 6.5*, and the reminder noted in the custody record.
4. An x-ray may be taken, or an ultrasound scan may be carried out, only by a registered medical practitioner or registered nurse, and only at a hospital, surgery or other medical premises.

(b) Documentation

5. The following shall be recorded as soon as practicable in the detainee's custody record:
 - (a) the authorisation to take the x-ray or carry out the ultrasound scan (or both);
 - (b) the grounds for giving the authorisation;
 - (c) the giving of the warning required by *paragraph 3*; and
 - (d) the fact that the appropriate consent was given or (as the case may be) refused, and if refused, the reason given for the refusal (if any); and
 - (e) if an x-ray is taken or an ultrasound scan carried out:
 - where it was taken or carried out;
 - who took it or carried it out;
 - who was present;
 - the result.
6. *Not used.*

Notes for Guidance

- K1 If authority is given for an x-ray to be taken or an ultrasound scan to be carried out (or both), consideration should be given to asking a registered medical practitioner or registered nurse to explain to the detainee what is involved and to allay any concerns the detainee might have about the effect which taking an x-ray or carrying out an ultrasound scan might have on them. If appropriate consent is not given, evidence of the explanation may, if the case comes to trial, be relevant to determining whether the detainee had a good cause for refusing.*
- K2 In warning a detainee who is asked to consent to an X-ray being taken or an ultrasound scan being carried out (or both), as in paragraph 3, the following form of words may be used:*

“You do not have to allow an x-ray of you to be taken or an ultrasound scan to be carried out on you, but I must warn you that if you refuse without good cause, your refusal may harm your case if it comes to trial.”

ANNEX L: ESTABLISHING GENDER OF PERSONS FOR THE PURPOSE OF SEARCHING

1. Certain provisions of this and other PPPA Codes explicitly state that searches and other procedures may only be carried out by, or in the presence of, persons of the same sex as the person subject to the search or other procedure. See *Note L1*.
 2. All searches and procedures must be carried out with courtesy, consideration and respect for the person concerned. Police officers should show particular sensitivity when dealing with transgender individuals (including transsexual persons) and transvestite persons (see *Notes L2, L3 and L4*).
- (a) Consideration**
3. In law, the gender (and accordingly the sex) of an individual is their gender as registered at birth unless they have been issued with a Gender Recognition Certificate (GRC) under the Gender Recognition Act 2009 (GRA), in which case the person's gender is their acquired gender. This means that if the acquired gender is the male gender, the person's sex becomes that of a man and, if it is the female gender, the person's sex becomes that of a woman and they must be treated as their acquired gender.
 4. When establishing whether the person concerned should be treated as being male or female for the purposes of these searches and procedures, the following approach which is designed to minimise embarrassment and secure the person's co-operation should be followed:
 - (a) The person must not be asked whether they have a GRC (see paragraph 8);
 - (b) If there is no doubt as to whether the person concerned should be treated as being male or female, they should be dealt with as being of that sex.
 - (c) If at any time (including during the search or carrying out the procedure) there is doubt as to whether the person should be treated, or continue to be treated, as being male or female:
 - (i) the person should be asked what gender they consider themselves to be. If they express a preference to be dealt with as a particular gender, they should be asked to indicate and confirm their preference by signing the custody record or, if a custody record has not been opened, the search record or the officer's notebook. Subject to (ii) below, the person should be treated according to their preference;
 - (ii) if there are grounds to doubt that the preference in (i) accurately reflects the person's predominant lifestyle, for example, if they ask to

be treated as a woman but documents and other information make it clear that they live predominantly as a man, or vice versa, they should be treated according to what appears to be their predominant lifestyle and not their stated preference;

- (iii) If the person is unwilling to express a preference as in (i) above, efforts should be made to determine their predominant lifestyle and they should be treated as such. For example, if they appear to live predominantly as a woman, they should be treated as being female; or
- (iv) if none of the above applies, the person should be dealt with according to what reasonably appears to have been their sex as registered at birth.

5. Once a decision has been made about which gender an individual is to be treated as, each officer responsible for the search or procedure should where possible be advised before the search or procedure starts of any doubts as to the person's gender and the person informed that the doubts have been disclosed. This is important so as to maintain the dignity of the person and any officers concerned.

(b) Documentation

- 6. The person's gender as established under *paragraph 4(c)(i) to (iv)* above must be recorded in the person's custody record or, if a custody record has not been opened, on the search record or in the officer's notebook.
- 7. Where the person elects which gender they consider themselves to be under *paragraph 4(b)(i)* but, following *4(b)(ii)* is not treated in accordance with their preference, the reason must be recorded in the search record, in the officer's notebook or, if applicable, in the person's custody record.

(c) Disclosure of information

- 8. Section 22 of the GRA defines any information relating to a person's application for a GRC or to a successful applicant's gender before it became their acquired gender as 'protected information'. Nothing in this Annex is to be read as authorising or permitting any police officer or any police staff who has acquired such information when acting in their official capacity to disclose that information to any other person in contravention of the GRA. Disclosure includes making a record of 'protected information' which is read by others.

Notes for Guidance

L1 *Provisions to which paragraph 1 applies include:*

- *In Code C; paragraph 4.1 and Annex A paragraphs 5, 6, and 11 (searches, strip and intimate searches of detainees under sections 57 and 58 of PPPA);*
- *In Code A; paragraphs 2.8 and 3.6 and Note 4;*

- *In Code D; paragraph 5.5 and Note 5F (searches, examinations and photographing of detainees under section 57A of PPPA) and paragraph 6.9 (taking samples);*
- *In Code H; paragraph 4.1 and Annex A paragraphs 6, 7 and 12 (searches, strip and intimate searches under sections 57 and 58 of PPPA of persons arrested under section 30 of the ACTA).*

- L2 *While there is no agreed definition of transgender (or trans), it is generally used as an umbrella term to describe people whose gender identity (self-identification as being a woman, man, neither or both) differs from the sex they were registered as at birth. The term includes, but is not limited to, transsexual people.*
- L3 *Transsexual means a person who is proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of gender reassignment, which is a protected characteristic (see paragraph 1.0), by changing physiological or other attributes of their sex. This includes aspects of gender such as dress and title. It would apply to a woman making the transition to being a man and a man making the transition to being a woman, as well as to a person who has only just started out on the process of gender reassignment and to a person who has completed the process. Both would share the characteristic of gender reassignment with each having the characteristics of one sex, but with certain characteristics of the other sex.*
- L4 *Transvestite means a person of one gender who dresses in the clothes of a person of the opposite gender. However, a transvestite does not live permanently in the gender opposite to their birth sex.*
- L5 *The Chief Constable is responsible for providing corresponding operational guidance and instructions for the deployment of transgender officers and staff under their direction and control to duties which involve carrying out, or being present at, any of the searches and procedures described in paragraph 1. The guidance and instructions should therefore complement the approach in this Annex.*

ANNEX M: DOCUMENTS AND RECORDS TO BE TRANSLATED

1. For the purposes of this Code, essential documents comprise records required to be made in accordance with this Code which are relevant to decisions to deprive a person of their liberty, to any charge and to any record considered necessary to enable a detainee to defend themselves in criminal proceedings and to safeguard the fairness of the proceedings. Passages of essential documents which are not relevant need not be translated. See *Note M1*
2. Not used.
3. The custody officer may authorise an oral translation or oral summary of documents (i) to (ii) in the table (but not (iii)) to be provided (through an interpreter) instead of a written translation. Such an oral translation or summary may only be provided if it would not prejudice the fairness of the proceedings by in any way adversely affecting or otherwise undermining or limiting the ability of the suspect in question to understand their position and to communicate effectively

with police officers, interviewers, advocates and appropriate adults with regard to their detention and the investigation of the offence in question and to defend themselves in the event of criminal proceedings. The quantity and complexity of the information in the document should always be considered and specific additional consideration given if the suspect is mentally disordered or otherwise mentally vulnerable or is a juvenile. The reason for the decision must be recorded (see *paragraph 13.11(e)*)

4. Subject to paragraphs 5 to 7 below, a suspect may waive their right to a written translation of the essential documents described in the table but only if they do so voluntarily after receiving legal advice or having full knowledge of the consequences and give their unconditional and fully informed consent in writing (see *paragraph 9*).
5. The suspect may be asked if they wish to waive their right to a written translation and before giving their consent, they must be reminded of their right to legal advice and asked whether they wish to speak to an advocate.
6. No police officer or police staff should do or say anything with the intention of persuading a suspect who is entitled to a written translation of an essential document to waive that right. See *Notes M2 and M3. 7*.

For the purpose of the waiver:

- (a) the consent of a person who is mentally disordered or otherwise mentally vulnerable person is only valid if the information about the circumstances under which they can waive the right and the reminder about their right to legal advice mentioned in *paragraphs 3 to 5* and their consent is given in the presence of the appropriate adult.
 - (b) the consent of a juvenile is only valid if their parent's or guardian's consent is also obtained unless the juvenile is under 14, when their parent's or guardian's consent is sufficient in its own right and the information and reminder mentioned in *sub-paragraph (a)* above and their consent is also given in the presence of the appropriate adult (who may or may not be a parent or guardian).
8. The detainee, their advocate or appropriate adult may make representations to the custody officer that a document is essential and that a translation should be provided. The request may be refused if the officer is satisfied that the translation requested is not essential for the purposes described in *paragraph 1* above.
 9. If the custody officer has any doubts about
 - providing an oral translation or summary of an essential document instead of a written translation (see *paragraph 3*);
 - whether the suspect fully understands the consequences of waiving their right to a written translation of an essential document (see *paragraph 4*), or

- about refusing to provide a translation of a requested document (see *paragraph 7*), the officer should seek advice from an inspector or above.

Documentation

10. Action taken in accordance with this Annex shall be recorded in the detainee's custody record or interview record as appropriate (see *Code C paragraph 13.11(e)*).

Notes for Guidance

- M1 *It is not necessary to disclose information in any translation which is capable of undermining or otherwise adversely affecting any investigative processes, for example, by enabling the suspect to fabricate an innocent explanation or to conceal lies from the interviewer.*
- M2 *No police officer or police staff shall indicate to any suspect, except to answer a direct question, whether the period for which they are liable to be detained or if not detained, the time taken to complete the interview, might be reduced:*
- *if they do not ask for legal advice before deciding whether they wish to waive their right to a written translation of an essential document; or*
 - *if they decide to waive their right to a written translation of an essential document.*
- M3 *There is no power under PPPA to detain a person or to delay their release solely to create and provide a written translation of any essential document.*