



Policy Name:	WALK-THROUGH WARRANTS		
Policy #:	OP 4.49.6	Last Updated:	2022-07-13
Issued By:	INVESTIGATIVE SERVICES BUREAU	Approved By:	SURREY POLICE BOARD
		Review Frequency:	AS REQUIRED

RELATED POLICIES

OP 3.1 *Arrest and Detention*

1. PURPOSE

1.1. To provide guidance to Surrey Police Service (SPS) Members seeking to obtain a “walk-through warrant”.

2. SCOPE

2.1. This policy applies to all Members.

3. POLICY

3.1. Suspects involved in violent crimes must be arrested as soon as practicable to protect victims, witnesses of offences and to uphold public safety. Where there are threats of violence, or when a violent crime has occurred and the suspect cannot be immediately located, SPS Members must use the “walk-through warrant” process to ensure that a warrant for the arrest suspect is issued immediately. This will notify all police agencies that the accused is wanted when queried on CPIC and must be arrested for the alleged crime during any police contact.

4. PROCEDURE

4.1. To expedite the issuance of an arrest warrant, the investigating Member will complete a General Occurrence (GO) Report to Crown Counsel (RTCC) and submit it through their Supervisor for approval.

4.2. The completed GO report must include the suspect's CPIC, Criminal Record and all related attachments. The Member must indicate in the PRIME-BC GO report that they are requesting a walk-through warrant.

4.3. Lead Investigators from specialty units who have authority to approve their own RTCCs must directly attend Crown Counsel office.

During Business Hours

4.4. Once the RTCC is approved by a Supervisor, the Member will proceed to the Crown Counsel office located at the Surrey Provincial Court with the RTCC and all related attachments and tell Crown Counsel that they are requesting a walk-through warrant.

4.5. The Member will inform the Crown Counsel Charge Approval office that they are submitting a walk-through warrant request and ask that Crown Counsel to review the RTCC for immediate charge approval. The Member will be available to the Crown Counsel Office until Crown decides to approve a charge. Crown Counsel may provide the Member with a time estimate, and the Member may choose to leave a contact cellphone number for Crown Counsel to maximize time efficiency in the interim.

4.6. Once Crown Counsel has approved the charge, the Member will take the Information and RTCC to the Justice of the Peace (JP) office inside the same building and inform the JP that they wish to swear or affirm an Information for an arrest warrant and that Crown Counsel has already approved the charge. The Member will provide the JP with facts about the case including reasonable grounds to believe that the suspect committed the offence, and the reason why an arrest warrant is required.

4.7. The Member will swear/affirm the Information before the JP, and upon issuance of a warrant, the JP will generate the warrant which the Member will ensure is entered on CPIC immediately.

4.8. The Member will complete a Police Statement Page (PS) text page in the RTCC and explain that the charge was approved and that an arrest warrant has been issued and entered on CPIC.

After Hours – Burnaby Justice Centre

4.9. Members wishing to obtain a walk-through warrant after Crown Counsel Charge Approval business hours, but prior to night-time closure of the Burnaby Justice Centre at 23:00hrs, Members must advise their Supervisor that they will be attending the Burnaby Justice Centre for a walk-through warrant. Members will:

- i. prepare an RTCC for the charge requested;
- ii. have a copy of the RTCC; and
- iii. contact the Burnaby Justice Centre and prepare to fax them the above documentation.

4.10. When the Member is contacted by the Judicial Justice (JJ) (by telephone), the Member will provide the JJ with facts about the case, so the JJ can be satisfied that:

- i. an offence has occurred;

- ii. the Member has exhausted all means to locate the suspect;
- iii. an arrest warrant is required immediately; and
- iv. an arrest warrant is required to satisfy public interest and/or safety of the victim.

4.11. If the JJ is satisfied that the standard for charge approval is met and a warrant must be issued immediately, the Member will swear/affirm the Information for the charge and arrest warrant.

After Hours – JJ Callout

4.12. Members wishing to obtain an arrest warrant after Crown Counsel Charge Approval and Justice Centre hours (between 23:00 – 08:00), Members must consult their Supervisor to determine whether a walk-through warrant is exigently required. In exigent situations, the Supervisor may request the Duty Officer contact the on-call JJ.

APPENDIX A: DEFINITIONS

"CPIC" means the Canadian Police Information Centre, the computerized national information repository and retrieval system operated by the RCMP on behalf of the nation's policing community that facilitates the sharing of information among authorized agencies.

"JJ" means Judicial Justice.

"JP" means Justice of the Peace.

"Member" means a sworn Police Officer appointed by the Surrey Police Board.

"PRIME-BC" means Police Records Information Management Environment - British Columbia, the provincial police records management system.

"SPS" means Surrey Police Service.

"Supervisor" means Sergeant, Staff Sergeant, Inspector, Superintendent, Deputy Chief Constable, Chief Constable, and any other person acting in a Supervisory capacity who is accountable for a particular area or shift on behalf of SPS.

"Walk-Through Warrant" means the expedited process to obtain an arrest warrant where a Member physically presents a Report to Crown Counsel to Crown Counsel and then swears or affirms an information before a Judicial Justice or Justice of the Peace.

APPENDIX B: REFERENCES

Criminal Code, R.S.C. 1985, c. C-46