

PROCEDURE		
Title:	Notification of legal proceedings & disclosure of findings against Police employees	
Practice / Business Area:	Professional Standards	
Department Responsible:	Professional Standards	
First Published:	08/12/14	
Last Reviewed:	15/01/19	
Next Review Due:	January 2020	This document applies to employees of the:
Version Number:	01	Chief Constable
SOUTH WALES POLICE PROCEDURE OBJECTIVE:		
To provide clear instructions to South Wales Police (SWP) employees when they are required to notify SWP of legal proceedings taken against them and disclosure of issues regarding employees who have criminal, misconduct, adverse judicial findings or verifiable intelligence which would bring their credibility as a witness into question.		
GUIDANCE:		
All aspects of this Guidance and Procedure are mandatory therefore please refer to Procedure.		
GENERIC RISK ASSESSMENT:		
No Generic Risk Assessment required.		
PROCEDURE:		
<p>All officers and staff must ensure they have read Chapter 18 of The Criminal Procedure & Investigators Act 1996.</p> <p>Officers and staff must report any action taken against them for a criminal offence, conditions imposed by a court, or the receipt of any penalty notice.</p> <p>This requirement excludes matrimonial proceedings but includes non-molestation orders or occupation orders.</p> <p>Individual officer's staff will report such proceedings to the Professional Standards Department via their BCU commander/departmental heads.</p> <p>Officers and staff involved in criminal investigations are required to provide relevant information to the CPS on a MG6B form.</p>		