

Unit CJ101: Knowledge of interviewing victims and witnesses within a policing context

CANDIDATE EVIDENCE CHECKLIST

CENTRE NUMBER:	CANDIDATE NAME:		
ASSESSMENT REQUIREMENT		Portfolio reference	Date completed
a) Understand relevant legal and Service requirements in relation to interviewing victims and witnesses (Assessment criteria 1.1, 1.2, 1.3, 1.4, 1.5)	ONE identification of TWO relevant pieces of legislation which may necessitate ONE victim and ONE witness interview		
	ONE explanation of the aspects of the TWO pieces of relevant legislation and how they link to ONE situation		
	ONE description of the points to prove for TWO pieces of legislation		
	ONE description of EACH of the following: <ul style="list-style-type: none"> • Legislation • National Guidelines • Procedures • Code of Practice • Organisational requirements in relation to EACH of the following: <ul style="list-style-type: none"> • Conducting interviews with victims and witnesses • Race. Diversity and Human rights • Rules of evidence and disclosure • Dealing with victims and witnesses in an ethical and effective manner 		
	ONE explanation of the importance of the completion of TWO pieces of relevant documentation associated with victims and associated with TWO witnesses		

b) Understand the principles of interviewing victims and witnesses (Assessment criteria 2.1, 2.2, 2.3, 2.4, 2.5, 2.6)	ONE description of the features of an interview strategy including identification of resources that can assist with developing an interview strategy.		
	ONE description defining the categories of interviewee.		
	ONE explanation of the importance of the approach to interviewing. This must include EACH of the following: <ul style="list-style-type: none"> • Timings • Locations • Environmental conditions 		
	ONE description of approved interview techniques		
	ONE description of appropriate communication methods used during interviews. This must include each of the following: <ul style="list-style-type: none"> • Questioning • Voice Tone and intonation • Non-verbal 		
	ONE description of TWO types of contingency that might arise during an interview and how to deal with them		

I confirm that the evidence provided is a result of my own work.

Signature of candidate: _____

Date: _____

I confirm that the candidate has met all of the assessment requirements for this unit.

Signature of Assessor: _____

Name (block capitals): _____

Date: _____