

Unit Title:	Manage investigations in own area of responsibility (C1106)
OCR unit number	L/601/4805
Level:	Level 5
Credit value:	5
Guided learning hours:	31

Unit purpose and aim

This unit is for those who manage volume and priority and/or serious and complex investigations, but do not necessarily carry out the investigations themselves.

The unit is about effectively managing criminal investigations that fall within their area of responsibility.

Learning Outcomes	Assessment Criteria	Knowledge, understanding and skills
<p>The Learner will:</p> <p>1 Understand the requirements for managing investigations</p>	<p>The Learner can:</p> <p>1.1 Identify current, relevant legislation, policies, procedures, codes of practice and guidelines for managing and conducting investigations</p> <p>1.2 Describe the scope and type of investigations in their area of responsibility</p> <p>1.3 Identify the objectives and priorities for their area of responsibility</p> <p>1.4 Describe recognised good practice and innovative approaches to investigations</p> <p>1.5 Identify the resources required for conducting investigations and how to obtain and allocate these in line with organisational priorities</p>	<p>Examples of legislation may include:</p> <ul style="list-style-type: none"> • P.A.C.E. & Code of Practice • SOCAP • RIPA • Human Rights Legislation <p>Examples may include:</p> <ul style="list-style-type: none"> • Volume • Priority • Serious • Complex <p>Objectives and priorities may include:</p> <ul style="list-style-type: none"> • Detection rates • Public reassurance • Timely investigations • Financial <p>Examples of good practice may include:</p> <ul style="list-style-type: none"> • Victim support • Investigative techniques • Use of specialist equipment • Use of forensic evidence <p>Resources may include:</p> <ul style="list-style-type: none"> • Staff

Learning Outcomes	Assessment Criteria	Knowledge, understanding and skills
		<ul style="list-style-type: none"> • Finance • Equipment • Accommodation • Specialist services • External agencies • Partners
<p>2 Know how to manage investigations in their area of responsibility</p>	<p>2.1 Explain how to develop and implement investigative strategies</p> <p>2.2 Explain how to conduct risk assessments and appropriate action to take in response to identified risks</p> <p>2.3 Describe the processes to ensure investigators are competent to conduct different types of investigation</p> <p>2.4 Describe the processes to ensure effective supervision of investigations and investigators</p> <p>2.5 Explain the use of information technology and management information systems in the conduct of investigations</p> <p>2.6 Describe the process for ensuring investigations are conducted in line with quality standards</p> <p>2.7 Describe how to review investigations to identify best practice and lessons to be learned to maintain and improve standards</p> <p>2.8 Describe the requirements for maintaining the security and integrity of information, records and documentation.</p>	<p>Investigative strategies may include:</p> <ul style="list-style-type: none"> • Use of the media • Use of forensic services • Use of Human intelligence sources • Witness evidence • Investigative techniques <p>Risk assessment may include: Assessment</p> <ul style="list-style-type: none"> • Likelihood of risk • Elimination of risk • Control measures <p>Examples of processes may include:</p> <ul style="list-style-type: none"> • Observation in the workplace • Development reviews • Performance reviews • Monitoring of investigations • Monitoring of case file • Feedback • Development plans <p>Examples of effective process may include:</p> <ul style="list-style-type: none"> • Observation in the workplace • Monitoring of investigations • Monitoring of case file • Case reviews <p>Types of technology and systems may include:</p> <ul style="list-style-type: none"> • Computers • Digital recordings • Video recordings • National databases • Local databases <p>Examples may include:</p> <ul style="list-style-type: none"> • Observation in the

Learning Outcomes	Assessment Criteria	Knowledge, understanding and skills
		<p>workplace</p> <ul style="list-style-type: none"> • Monitoring of investigations • Monitoring of case file • Case reviews <p>Examples of reviewing investigations may include:</p> <ul style="list-style-type: none"> • Cold case review • Case review • Review of investigation techniques • Review of equipment used • Evidence review <p>Security requirement may include:</p> <ul style="list-style-type: none"> • Secure physical storage • Secure electronic storage • Access control • Identification processes
<p>3 Be able to manage investigations</p>	<p>3.1 Identify and agree the objectives and priorities for their area of responsibility</p> <p>3.2 Develop and update plans to meet their objectives and priorities, taking into account both recognised good practice and innovative approaches</p> <p>3.3 Conduct and review risk assessments in relation to their area of responsibility and take appropriate action to manage any identified risks effectively</p> <p>3.4 Obtain and allocate the resources (human, physical, financial, communication and intelligence) necessary for the effective conduct of serious and complex investigations</p> <p>3.5 Monitor processes to ensure that relevant lines</p>	<p>Objectives and priorities may include:</p> <ul style="list-style-type: none"> • Detection rates • Public reassurance • Timely investigations • Financial <p>Plans may include:</p> <ul style="list-style-type: none"> • Targets • Methodology • Technology • Review dates <p>Action to manage risks may include:</p> <ul style="list-style-type: none"> • Control measures • Elimination of the risk • Provision of PPE • Use of legislative powers <p>Resources may include:</p> <ul style="list-style-type: none"> • Human • Physical • Financial • Communication • Intelligence <p>Examples of relevant lines of enquiry may include:</p>

Learning Outcomes	Assessment Criteria	Knowledge, understanding and skills
	<p>of enquiry (suspects, witnesses/victims, forensic/scientific, intelligence, property and technology) are pursued and meet relevant standards</p> <p>3.6 Keep relevant people (people in their area of responsibility, colleagues within their organisation and external partners) appropriately briefed and updated on investigations</p>	<ul style="list-style-type: none"> • Suspects • Witnesses • Victims • Forensic • Scientific • Intelligence • Property • Technology <p>Examples of relevant people may include:</p> <ul style="list-style-type: none"> • Colleagues • C.P.S. • Victims • Partner organisations

Assessment

This unit requires assessment of occupational competence in the workplace.

Evidence requirements

Simulation is not allowed for any performance evidence within this unit.

Guidance on assessment and evidence requirements

This unit requires assessment of occupational competence in the workplace.

Simulation is not allowed for any performance evidence within this unit.

The assessor must ensure that the principles of equality and diversity have been applied by the individual carrying out this unit.

You should refer to the '*Admin Guide: Vocational Qualifications (A850)*' for Notes on Preventing Computer-Assisted Malpractice.

National Occupational Standards (NOS) mapping/signposting

NOS can be viewed on the relevant Sector Skills Council's website or the Occupational standards directory at www.ukstandards.co.uk.

Occupational standards	Unit number	Title
Manage investigations in their area of responsibility	C1106	Manage investigations in their area of responsibility

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications*' (A850) on the OCR website www.ocr.org.uk.