



MINISTRY OF FOREST, LANDS AND NATURAL RESOURCE OPERATIONS

V I O L E N T I N C I D E N T R E P O R T

NAME OF INVESTIGATOR: _____ FIELD UNIT: _____

DATE OF INCIDENT: _____ TIME: _____ LOCATION: _____
YEAR/MONTH/DAY

MANDATORY – FILL OUT RISK/MITIGATING FACTOR CHECKLIST AT THE END OF THE FORM OR ATTACH ONE USED DURING DAY OF INCIDENT.

DEFINITIONS:

HAZARD – MEANS A THING OR CONDITION THAT MAY EXPOSE A PERSON TO A RISK OF INJURY OR OCCUPATIONAL DISEASE AS PER SECTION 1.1 OF THE OCCUPATIONAL HEALTH AND SAFETY REGULATION.

INCIDENT – MEANS AN ACCIDENT OR OTHER OCCURRENCE WHICH RESULTED IN OR HAD THE POTENTIAL FOR CAUSING AN INJURY OR OCCUPATIONAL DISEASE AS PER SECTION 1.1 OF THE *OCCUPATIONAL HEALTH AND SAFETY REGULATION*.

INJURY – MEANS AN ACT THAT DAMAGES OR HURTS; HURT, DAMAGE, OR LOSS SUSTAINED.

NEAR MISS – MEANS AN INCIDENT WHICH DID NOT RESULT IN BUT HAD THE POTENTIAL TO CAUSE SERIOUS INJURY, ILLNESS OR DEATH.

VIOLENCE – MEANS IN RELATION TO SECTIONS 4.28-4.31 OF THE OCCUPATIONAL HEALTH AND SAFETY REGULATION, *THE ATTEMPT OR ACTUAL EXERCISE BY A PERSON, OTHER THAN A WORKER, OF ANY PHYSICAL FORCE SO AS TO CAUSE INJURY TO A WORKER, AND INCLUDES ANY THREATENING STATEMENT OR BEHAVIOR WHICH GIVES A WORKER REASONABLE CAUSE TO BELIEVE THAT HER OR SHE IS AT RISK OF INJURY.*

TYPE OF INCIDENT:

HAZARD VIOLENCE/THREAT INJURY NEAR MISS OTHER (LIST) _____

HAZARD:

HAZARD OBSERVATION UNSAFE ACT UNSAFE CONDITION OTHER

DESCRIPTION OF HAZARD/CONCERN

DESCRIBE WHAT HAPPENED, WHEN IT HAPPENED, WHAT THE CONDITIONS WERE AT THE TIME, WHO WAS INVOLVED OR WHO OBSERVED INCIDENT AND WHAT ACTION WAS TAKEN AS A RESULT.

VIOLENCE/THREAT:

PHYSICAL (PUSHED, STRUCK) VERBAL WRITTEN THREAT TELEPHONE THREAT OTHER

DESCRIPTION OF VIOLENT INCIDENT

DESCRIBE WHAT HAPPENED, WHEN IT HAPPENED, WHAT THE CONDITIONS WERE AT THE TIME, WHO WAS INVOLVED OR WHO OBSERVED INCIDENT AND WHAT ACTION WAS TAKEN AS A RESULT.

SUBJECT INFORMATION:	
WHO WAS THE ASSAILANT, IF KNOWN (NAME AND/OR POSITION, PHYSICAL DESCRIPTION, ETC)? WHAT WAS THE SUBJECT'S Demeanor (COOPERATIVE, PASSIVE RESISTER, ACTIVE RESISTER, ASSAILANT, LETHAL ASSAILANT)?	
WAS THE SUBJECT (IF KNOWN) INVOLVED IN ANY PREVIOUS ISSUES?	YES NO
HAVE THERE BEEN SIMILAR INCIDENTS IN THE PAST?	YES NO
ARE THERE ANY MEASURES IN PLACE TO PREVENT A SIMILAR INCIDENT?	YES NO
AT THE TIME OF THE INCIDENT, WAS THE SUBJECT:	COMMENTS:
<input type="checkbox"/> SUSPECTED UNDER THE INFLUENCE OF ALCOHOL	
<input type="checkbox"/> SUSPECTED UNDER THE INFLUENCE OF DRUGS	
<input type="checkbox"/> DRUGS AND/OR ALCOHOL DID <u>NOT</u> APPEAR TO BE A FACTOR	

WAS THE SUBJECT IN POSSESSION OF A WEAPON: <input type="checkbox"/> YES <input type="checkbox"/> NO	
TYPE:	
COMMENTS:	
TYPE OF VERBAL CONTROL EFFECTED:	
<input type="checkbox"/> PERSUASION	<input type="checkbox"/> DIRECTION / COMMANDS <input type="checkbox"/> WARNING
COMMENTS:	

INJURY/NEAR MISS:		INJURY	NEAR MISS
DESCRIPTION OF INJURY/NEAR MISS:			
DESCRIBE WHAT HAPPENED, WHAT THE CONDITIONS WERE AT THE TIME, WHO WAS INVOLVED OR WHO OBSERVED INCIDENT, WHAT INJURIES OCCURRED AND WHAT ACTION WAS TAKEN AS A RESULT.			
OFFICER #1	OFFICER #2		
		TRIVIAL HARM - no medical aid required	
		MINOR HARM - medical aid necessary but hospital visit not required	
		MODERATE HARM - hospital visit required	
		SERIOUS HARM - hospitalization required	
		CRITICAL HARM - risk of loss of life	

OFFICER FEEDBACK:

1. PLEASE PROVIDE ANY INFORMATION YOU THINK MAY BE RELEVANT, INCLUDING ANY RECOMMENDATIONS FOR PREVENTATIVE MEASURES. INCLUDE ANY MITIGATIVE FACTORS THAT COULD HAVE BEEN USED OR SHOULD BE USED IN A SIMILAR SITUATION.

MANDATORY - THIS SECTION IS FOR SUPERVISORS/REGIONAL MANAGERS ONLY:

DOES THE REPORT REQUIRE A JOINT INVESTIGATION WITH THE JOINT OCCUPATIONAL SAFETY COMMITTEE?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
HAS THE INCIDENT BEEN REPORTED TO THE RCMP?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
HAS THE INCIDENT BEEN REFERRED TO CISM?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
WERE THE NRO SAFETY – VIOLENCE IN THE WORKPLACE POLICY AND ASSOCIATED PROCEDURES FOLLOWED? IF NOT, EXPLAIN WHY BELOW.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

OUTCOMES / REMEDIAL ACTION PLAN**SIGNATURES:**_____
NATURAL RESOURCE OFFICER_____
DATE_____
C&E SUPERVISOR_____
DATE_____
REGIONAL C&E MANAGER_____
DATE



Risk Mitigation Strategy:

Assess the actions (pre and post) of potential safety risk to Natural Resource Officers (NROs)

Considerations for work that NROs will be involved with: This checklist depicts the different types of work along with the mitigating factors. All risk factors need to have control strategies in place to reduce risk.

ACTIVITY: _____

RISK FACTORS FOR VIOLENCE

- Working in the field away from the office.
- Working during the hours of darkness.**
- Hostile response to NRO presence.*
- Hostile individual (suspected use of drugs, alcohol).*

- Individual(s) who have access to firearms.
- Individual who have access to weapons of opportunity. (knives, hand tools, chairs, throw able items etc.)
- Areas with a history of violence/violent crimes (such as the selling or buying of illegal substances).
- Poor lighting.
- Limited visibility of individual(s) and/or sightlines.
- Restricted access/egress due to location and/or geography of property, campsite, or other.
- Potential deliberate vehicle entrapment by individual(s) physical configuration of property, campsite or other.
- Unknown number of people.
- Encountering unexpected illegal activities** (*Criminal Code* of Canada).
- Radio dead zones.**
- Feeling of individual(s) trapped by officer.
- Entering into private property with limited visibility (long driveway or drive to location).
- Aggressive dog.
- Individual(s) with known history of violence.**
- Perception of insensitivity to cultural issues.
- Having to be in one's personal space to interact. Individual(s) mistaking Natural Resource Officers for other enforcement agency.

- Catching individual off guard on their property.
- Asking for identification.
- Taking an enforcement action.

CONTROL STRATEGIES

- Carry radio (with external microphone) and/or cellular phone on your person at all times.
- Ensure radio, cellular/satellite phone, InReach or SPOT contact with safety check-in is available prior to making contact with the individual.
- Contact safety check-in prior to making contact with the individual(s) and request a shorter check-in time.
- Only done with COS/RCMP presence.
- Review and discuss contact and cover plan with your partner before engaging with individual(s) and agree on a code word to let your partner know when to disengage.
- Gauge hostility/attitude of individual from safety of the vehicle.
- Conduct all high and very high risk activities in pairs. Disengage if client(s) appear to be intoxicated, agitated or confrontational.
- Disengage and call the appropriate authorities. Review sites prior to access to decide if firearms are likely (i.e. hunting season, hunting parties use area for camping etc.).
- Maintain safe distance.
- Scan area prior to approach for firearms and individuals(s) proximity to them. Remove client from vicinity of firearms.
- Consider conducting enforcement another time. Scan area prior to approach for items like axes, hatches and subjects proximity to them. Remove client from vicinity of weapon.

- Stay in visible areas, use flashlight or vehicle headlights and don't engage in areas of poor lighting. Position yourself away from hiding spots and have good situational awareness.
- Do not enter areas with limited visibility if there are other risk factors present.
- Park your vehicle in a position where you can easily access it, have it pointing out of the area and ensure that it can't be boxed in to ensure timely egress for NRO and vehicle.
- Consider distance to get back to vehicle. Do not park behind gates that can be closed on you.
- View site from a distance to assess the scene.
- Bring back-up if there is doubt with radio coverage



- Do not engage in known/unknown dead zones with no back-up communication.
- Do not block individual(s) in with vehicle.
- Do not corner individual(s) and give individual(s) personal space.
- Position a second vehicle as back up at property border if this is an option and ensure that communication is maintained between vehicles.
- If working from a single vehicle, ensure vehicle is turned facing towards the egress route before leaving vehicle.
- Attempt to contact private property owner before visiting.
- View site from a distance to access scene for loose aggressive dogs.
- Ask owners to control the dogs while you remain in your vehicle.
- May choose to remain in your vehicle while you are talking with individual(s).
- Use bladed stance.
- Identify yourself as a Natural Resource Officer.
- Explain your role and why you are here.

***Note:** Hostile individual in general (related risk factors could be, mental illness, personal belief system, language barriers, physical stature, criminal associations and/or entitlement).

****Note:** Mandatory control factor for this risk factor is RCMP/COS accompaniment.

COMMENTS:
