



MEMORANDUM TO: All Chiefs of Police and
Commissioner J.V.N. (Vince) Hawkes
Chairs, Police Services Boards

FROM: Stephen Beckett
Assistant Deputy Minister
Public Safety Division and Public Safety Training Division

SUBJECT: **Annual Reporting Requirements: Violent Crime Linkage
Analysis System and Major Case Management**

DATE OF ISSUE:	February 5, 2018
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	18-0008
PRIORITY:	Normal

Ontario Regulations 550/96 and 354/04 of the *Police Services Act* require every chief of police to prepare and submit an annual report to the Ministry regarding Violent Crime Linkage Analysis System (ViCLAS) and Major Case Management (MCM) respectively.

As you know, the annual reporting requirements were streamlined last year to combine the two reports into one. The attached blended annual reporting form for MCM and ViCLAS is to be submitted by each police service no later than **February 28th, 2018**. The report can be submitted electronically to OPP.GHQ.ViCLAS@opp.ca, or in hardcopy form to:

Provincial ViCLAS Centre
Ontario Provincial Police
777 Memorial Avenue, 2nd Floor
Orillia, ON L3V 7V3

If you have any questions about the form, please contact S/Sgt. Shelley Tarnowski at Shelley.Tarnowski@opp.ca (ViCLAS) or S/Sgt. Rob Gravel at Rob.Gravel@ontario.ca (MCM).

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Beckett', with a stylized, flowing script.

Stephen Beckett
Assistant Deputy Minister
Public Safety Division and Public Safety Training Division

Attachment