



**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:** **New Ontario Major Case Management Manual**

<b>DATE OF ISSUE:</b>	<b>February 22, 2018</b>
<b>CLASSIFICATION:</b>	<b>Directive</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>18-0015</b>
<b>PRIORITY:</b>	<b>High</b>

Over the past three years, extensive consultations have been held with the police community and ministry partners to review and update the Ontario Major Case Management (MCM) Manual. The result of those consultations is the new MCM Manual dated December 1, 2017. Additionally, I am pleased to announce that Cabinet approved the updated MCM Regulation on February 7, 2018 and it has been filed. The use of the new MCM Manual is now required as of the date of this memorandum.

In support of Ontario's Strategy to End Human Trafficking, one of the key amendments to the MCM Manual is the addition of human trafficking as a designated non-threshold criteria offence. This designation allows police services to assign these investigations to an officer who is not a Primary Investigator but has the knowledge, skills and abilities to undertake the investigation in accordance with the criminal investigation management plan of the police service. However, where one of the following criteria exists, the data entry procedures for threshold cases shall be followed:

1. The occurrence involves the use of a firearm;
2. Kidnapping;
3. Torture;
4. Sexual Assault committed by the offender involving oral, vaginal, or anal penetration;
5. Aggravated assault; or
6. Use of restraints, bondage or disguise.

I would like to thank everyone who was involved in the consultation process. The changes ensure that police services have the best tools available to protect the safety of our communities. It is a collaboration and product that we can all be proud of.

If you have any questions please contact Detective Inspector Jacques Bois at (705) 725-4566; email [Jacques.Bois@opp.ca](mailto:Jacques.Bois@opp.ca) or Staff Sergeant Robert Gravel, Serial Predator Crime Investigations Coordinator at (705) 790-6038; email [Rob.Gravel@ontario.ca](mailto:Rob.Gravel@ontario.ca).

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Beckett', with a stylized flourish at the end.

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