



Reference : RN

# Procedures in Handling Sexual Violence cases

## **Report**

- In case of emergency, please dial 999.
- You may report to any police officer in person or visit any of our police stations.
- You may, if you choose, contact the Social Welfare Department's CEASE Crisis 24 hour Hotline for assistance.

## **At the Scene**

- Uniformed Branch Officers will arrive at the scene promptly followed by detectives if appropriate.
- You should preserve the scene of crime. If a rape has just occurred, do not wash yourself. If it was unavoidable that you have wiped or cleaned yourself, do not discard any tissues or cloths you may have used. If you have changed your clothes, do not discard or wash the clothes you were wearing during the attack.
- Medical services and Social Welfare intervention will be arranged immediately if required. An officer of the same sex will accompany you to the Forensic Pathologist if necessary.
- The police photographer of the same sex may take photographs of your injuries with your consent.
- You should try to recollect any useful information such as the appearance of the assailant or any items left by the assailant and pass it on to the police.
- Scene of crime experts may attend the scene, collect fingerprints, take photographs and obtain forensic evidence if necessary.

## **Follow-up Enquiries**

- You (and other witnesses if available) will be invited back to police station to give a statement to assist in our enquiries. You will be interviewed by an officer of the same sex.
- You may be invited to assist in composing a drawing of the suspect or in viewing photographs of suspects if necessary.
- With your consent, you will be referred to the Social Welfare Department in order that you may receive their specialized crisis intervention and after care.
- The officer in charge of the investigation will maintain regular contact with you and inform you of the process of the investigation and any significant developments. If you have any fresh information, do not hesitate to inform the investigating officers. (Contact telephone numbers are recorded below)

## **Arrest of a Suspect**

- When an arrest is made, you may be required to attend an identification parade if you have seen the suspect (a one-way mirror identification parade room can be used if required).
- In case of prosecution, you may have to attend court and give evidence. You may request that your identity be protected.
- You will be notified about the case result or progress of the investigation in due course.

## **Useful Information**

- Pamphlets on the services provided by CEASE, the Criminal and Law Enforcement Injuries Compensation Scheme and the Victim's Charter are available in the report room. You are welcome to take copies.



For enquiries,

Report Room \_\_\_\_\_ Police Station Tel.: \_\_\_\_\_

Fax.: \_\_\_\_\_

Family Planning Association \_\_\_\_\_ Tel.: 2572 2222

CEASE Crisis Centre 24 hr Hotline \_\_\_\_\_ Tel.: 18281

Officer-in-charge of the case: \_\_\_\_\_ Tel.: \_\_\_\_\_

E-mail \_\_\_\_\_