



MAR 20 2018

Mr. Dennis R. YOUNG
1330 Ravenswood Drive South East
Airdrie, Alberta T4A 0P8

RECEIVED
APR 5, 2018
[Signature]

Dear Mr. YOUNG:

This is in response to your request under the *Access to Information Act*, which was received by this office on April 19, 2017, to obtain:

- (1) *The CPIC User Manual, 111.4.1.1.5. which provides information 'For a Firearms Interest to Police, CPIC entry'*
- (2) *Chapter 4.14 which provides 'For information on tracing a firearm'*
- (3) *Customs Act App.8-General-5 and App.8-2-13 'For an illegally imported firearm'*

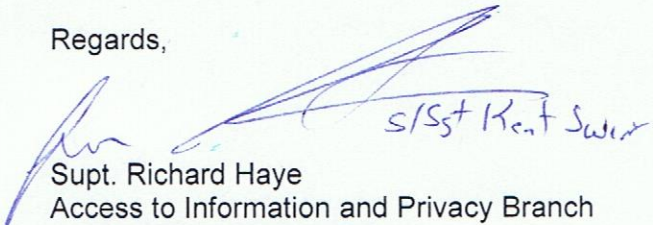
Based on the information provided, a search for records was conducted in NHQ. Enclosed is a copy of all the information to which you are entitled. Please note that some of the information has been exempted pursuant to subsection 16(2) of the *Act*, a description of which can be found at: <http://laws-lois.justice.gc.ca/eng/acts/A-1>.

Please be advised that you are entitled to lodge a complaint with the Information Commissioner concerning the processing of your request within 60 days after the day that you become aware that grounds for a complaint exist. In the event you decide to avail yourself of this right, your notice of complaint should be addressed to:

Office of the Information Commissioner of Canada
30 Victoria Street, 7th Floor
Gatineau, Quebec K1A 1H3

Should you wish to discuss this matter further, you may contact Mr. Matthew Goldenberg at 613-843-6647 or Matthew.Goldenberg@rcmp-grc.gc.ca. Please quote the file number appearing on this letter.

Regards,


Supt. Richard Haye
Access to Information and Privacy Branch
Mailstop #61, 73 Leikin Drive
Ottawa, Ontario K1A 0R2

Attachments



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

[National Home](#) > [RCMP Manuals](#) > [Operational Manual](#) > OM - ch. 4.14. Tracing Firearms

OM - ch. 4.14. Tracing Firearms

Directive Amended: 2016-04-08

For information regarding this policy, contact National Criminal Operations, Contract and Aboriginal Policing at GroupWise address [CAP_NUF](#).

1. Use [Trace Request and Occurrence Report, Form 1726](#), to record descriptive information about a firearm and to request a trace search or send an e-mail to National Firearms Tracing Unit at

2. Complete part 1 and parts 3 to 8, where applicable.

NOTE: Parts 1b, 4a - 4e, 4g, 5b, and 5c must be completed for trace processing.

3. Priorities are:

3. 1. Routine - Any request not deemed to be urgent.

3. 2. Urgent - Only the following violent crimes and case circumstances:

3. 2. 1. Assault;

3. 2. 2. Bank Robbery;

3. 2. 3. Kidnapping;

3. 2. 4. Murder/Suicide;

3. 2. 5. Rape/Sex;

3. 2. 6. Terrorist Act;

3. 2. 7. Terrorist Threat;

3. 2. 8. Undercover Case;

3. 2. 9. To Hold a Suspect in Custody; and

3. 2. 10. To Initiate a Search Warrant.

4. When completing part 2, check the following items:

4. 1. **Manufacturer** - Always include the entire name shown on the firearm.

4. 2. **Type** - Use listed data responses found on reverse of [Form 1726](#).

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4. 3. **Model** - The model designation can be a letter or numeral designation or a combination thereof.

4. 4. **Caliber or Gauge** - Always specify .22 short, 22LR or .22 Magnum caliber; 9 mm short (380) or 9 mm Parabellum caliber. Be sure to include any names with the caliber since 9 mm Corto and 9 mm Kurtz indicate 9 mm short (380) caliber.

4. 5. **Serial Number** - Always include letter prefix, suffix, code numbers, or letters over or under the serial number. If a different serial number appears several places, indicate the location of each.

4. 6. **Country of Manufacture** - May appear under the grips or another hidden location.

4. 7. **Importer Markings** - May appear on the side of the firearm. The United States requires all firearms manufactured by a foreign manufacturer and imported into the United States for resale be marked.

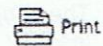
5. Submit Form 1726 by e-mail to NFTU at or by fax to 613-825-8423.

6. The mailing address for the Canadian National Firearms Tracing Centre is:

RCMP
Canadian National Firearms Tracing Centre
M1, 3rd Floor, Suite 803
Mailstop 6
Ottawa, ON
K1A 0R2
Tel: 613-843-6934

References

Date Modified: 2016-04-08



1.5 Firearms Interest Police

Trigger Word - FIP+

Description

Access to this category is restricted to Category I agencies, the Canada Firearms Centre (Department of Justice) and provincial/territorial Chief Firearms Officers. This primary category is used to record data on a person involved in an incident as described in Section 5 of the *Firearms Act of Canada*, i.e., a person who, **in the last five years**:

1. has been convicted or discharged under Section 730 of the *Criminal Code* of:
 1. an offence in the commission of which violence against another person was used, threatened or attempted; or
 2. an offence under the *Firearms Act* or Part III of the *Criminal Code*; or
 3. an offence under Section 264 of the *Criminal Code*, i.e. criminal harassment; or
 4. an offence relating to the contravention of:
 - Sub-Section 39(1) or (2), or 48(1) or (2) of the *Food and Drugs Act*; or
 - Sub-Section 4(1) or (2), or 5(1) of the *Narcotic Control Act*; or
 - Sub-Section 5(1) or (2), or 6(1) or (2), or 7(1) of the *Controlled Drugs and Substances Act* (offences committed after 1997-05-14).
2. has been treated for mental illness, whether in a hospital, mental institution, psychiatric clinic or otherwise, and whether or not that person was confined to such a hospital, institute or clinic, that was associated with violence or threatened or attempted violence on the part of the person against any person; or
3. has a history of behaviour that includes violence or threatened or attempted violence on the part of the person against any person.

Figure 5 shows the format used to add a Firearms Interest Police record.

Figure 5: Format used to add a Firearms Interest Police (FIP) record

Conditions

1. **EXP** must be 5 years from date of occurrence (OCCD).
2. If the **AGE** or **DOB** provided indicates that the subject is less than 18 years or if the **OCCD** indicates that the occurrence happened when the subject was less than 18 years, CPIC will auto-fill the **YP** indicator.

3. The subject's **DOB** or **AGE** must be 12 years or more and the **OCCD** must indicate that the subject was at least 12 years of age at the time of the occurrence; otherwise the transaction is rejected.

Possible Secondary Record Cross-References

- Not Permitted

CPIC User Manual, Spring 2015

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Amended: 2007-12-05


ROYAL CANADIAN MOUNTED POLICE

App. 8-General-5 - Enforcement Action

| Item | Customs Act, Sec. 110 | Excise Act, 2001, Sec. 260 |
|---------------------------|--|---|
| Automobile/ Conveyance | <p>You may seize a vehicle as:</p> <ol style="list-style-type: none"> 1. non-reported goods for personal use; 2. a conveyance used to smuggle non-reported goods for personal use; or 3. being specifically modified and used for smuggling purposes. See ch. <u>8.2.11.2</u>. <p>Do not seize a conveyance if:</p> <ol style="list-style-type: none"> 1. used to transport goods for commercial use; 2. goods were declared, e.g. diversion, undervaluation; 3. disclosure is voluntary; 4. possessor is innocent; 5. statute of limitations expired; 6. goods are received in the mail. <p>For a rental vehicle, see ch. <u>8.2.14.4</u>.</p> | <p>You may seize a vehicle for transporting goods/articles in violation of the Act. The vehicle is forfeited to the Crown.</p> <p>Consider seizing a vehicle if tobacco or alcohol products are seized in it and the following criteria are met:</p> <ol style="list-style-type: none"> 1. 40 or more cartons of cigarettes; 2. 40 or more pouches/tins of tobacco; or 3. 40 or more liters of alcohol. <p>A vehicle can be seized for smaller quantities when dealing with repeat offenders or in special circumstances.</p> <p>See App. 8-General-6, sec. <u>5.2</u> (Analysis).</p> |
| Goods/Articles | <p>Take appropriate enforcement action. See <u>App. 8-General-6</u>.</p> <p>Do not seize if:</p> <ol style="list-style-type: none"> 1. imported by mail, refer to the Regional Collector, Canada Border Services Agency (CBSA) in writing; 2. disclosure is voluntary, refer to Regional Collector, CBSA, in writing; or 3. possessor is innocent, refer to Regional Collector, CBSA, for forced accounting. <p>If firearms are illegally entered into Canada, seize under the <u>Customs Act</u> and prosecute under the <u>CC</u>. If no prosecution is entered under the <u>CC</u>, proceed under the <u>Customs Act</u>. See <u>App. 8-2-13</u>.</p> | Seize anything in contravention of the Act. |
| Ship Search | This is the responsibility of CBSA. Do not search a ship in port unless Customs specifically requests assistance. | Not applicable. |

| Item | Customs Act, Sec. 110 | Excise Act, 2001, Sec. 260 |
|--|--|---|
| Cash Money/ Monetary Instruments and Documentary Evidence | <p>Currency or monetary instruments seized under <u>Part 2, Proceeds of Crime (Money Laundering) and Terrorist Financing Act</u>. See ch. <u>8.9</u>.</p> <p>Evidence of a <u>Customs Act</u> violation. See sec. <u>110(3)</u>, <u>Customs Act</u>. Authority also exists under the <u>CC</u>. Report on form <u>1625</u> only.</p> | <p><u>Excise Act</u> - Seize under sec. <u>487</u>, <u>CC</u>.</p> <p><u>Excise Act, 2001</u>, see sec. <u>258</u> and <u>260</u>.</p> <p>Authority also exists under the <u>CC</u>.</p> <p>Currency seized under sec. <u>260</u> of the Act may be reported on form <u>EA263</u>.</p> <p>Report documentary evidence on form <u>1625</u> only.</p> |
| Goods Imported by Mail | Refer to the regional manager, Customs Investigations. | Not applicable. |
| Stills | Not applicable. | Contact the CBSA, Laboratory and Scientific Services Division for proper care and handling. See <u>App. 8-General-4</u> for address. |

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 Amended: 2007-12-05
[Important Notices](#)

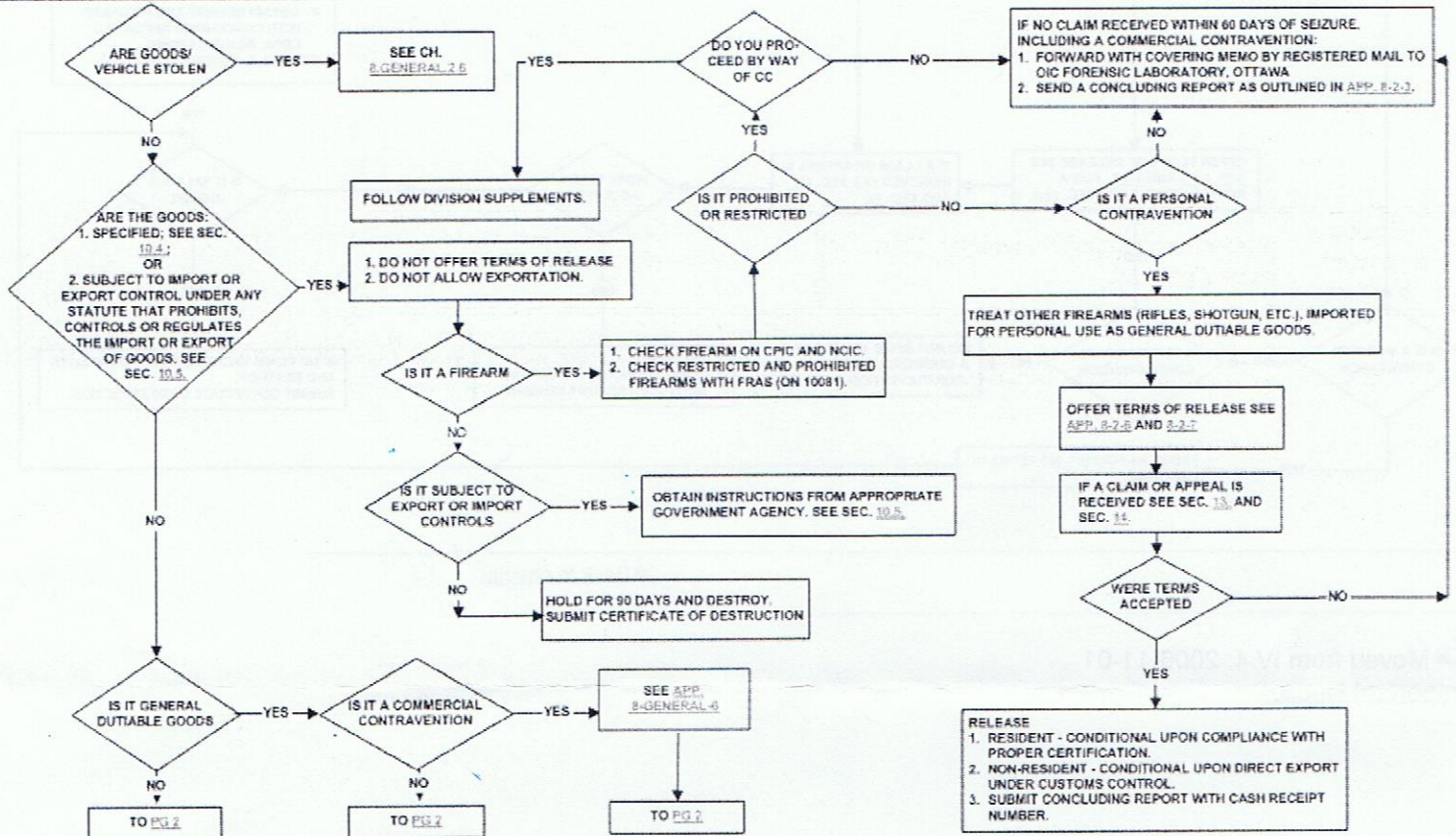


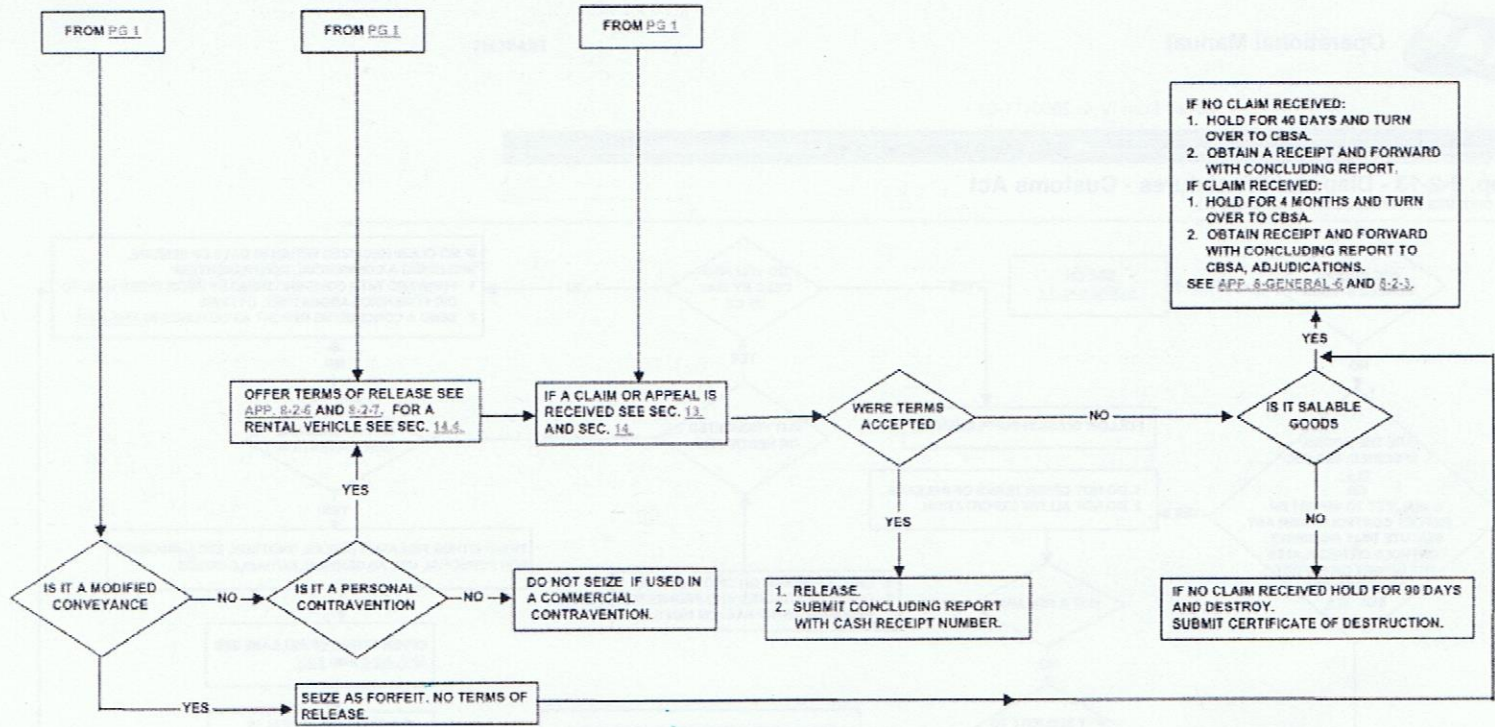
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ROYAL CANADIAN MOUNTED POLICE

App. 8-2-13 - Disposal Procedures - Customs Act

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Moved from IV.4: 2006-11-01
Important Notices



Royal Canadian Mounted Police
Gendarmerie royale du Canada

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[National Home](#) > [RCMP Manuals](#) > [Operational Manual](#) > OM - ch. 22.4. Firearms, Prohibited Weapons, Munitions, and Explosives

OM - ch. 22.4. Firearms, Prohibited Weapons, Munitions, and Explosives

New Chapter: 2014-02-18

For information regarding this policy, contact National Criminal Operations, Contract and Aboriginal Policing.

1. [General](#)
 2. [Roles and Responsibilities](#)
-

1. General

1. 1. Incidents involving firearms, prohibited weapons, munitions, and explosives are potentially high-risk situations.
1. 2. For incidents involving suspicious packages, see [ch. 14.6](#).
1. 3. For incidents involving explosives, see [ch. 33.3](#).
1. 4. Treat all firearms as "loaded" until proven otherwise.
1. 5. Only RMs or personnel who have completed or received credit for the [Canadian Firearms Safety Course](#) will handle firearms.
1. 6. Seized or exhibit firearms must be registered in accordance with the [Public Agents Firearms Regulations](#).
1. 7. Definitions for the following are found in [sec. 84, CC](#): Authorization, Prohibited Firearm, Prohibition Order, Registration Certificate and Restricted Firearm.

2. Roles and Responsibilities

2. 1. Member

2. 1. 1. General

2. 1. 1. 1. Query the seized weapon and associated person on CPIC, NCIC, and Canadian Firearms Registry Online (CFRO).
2. 1. 1. 2. Ensure that the firearm has been proven safe and rendered inoperable with a trigger lock or a plastic locking tie, i.e. zap strap.

2. 1. 1. 3. Complete form 5.2 - Report to a Justice when a weapon or a firearms permit is seized. See [sec. 117.04, CC](#).

2. 1. 1. 4. For a Firearms Interest to Police, CPIC entry, see [CPIC User Manual, III.4.1.1.5](#).

2. 1. 1. 5. For information on tracing a firearm, see [ch. 4.14](#).

2. 1. 1. 6. For an illegally imported firearm, follow *Customs Act* seizure outlined in [App. 8-General-5](#). For disposal procedures, see [App. 8-2-13](#).

2. 1. 2. Offence Committed

2. 1. 2. 1. To search and seize without a warrant, see [sec. 117.02, CC](#).

2. 1. 2. 2. To search and seize with a warrant, see [sec. 487, CC](#).

2. 1. 3. Prohibition Orders

2. 1. 3. 1. Seize by warrant under [sec. 487, CC](#) or without a warrant under [sec. 117.02, CC](#), if a person in possession is prohibited by a court order under [sec. 109, 110 or 111, CC](#).

2. 1. 3. 2. For information on Prohibition Orders, see [ch. 4.13](#).

2. 1. 4. Public Safety - No Offence Committed

2. 1. 4. 1. To search and seize without a warrant, see [sec. 117.04\(2\) and 117.04\(3\), CC](#).

2. 1. 4. 2. To search and seize with a warrant, see [sec. 117.04\(1\) and 117.04\(3\), CC](#).

2. 1. 5. Failure to Produce Authorization

2. 1. 5. 1. Seize a firearm, prohibited weapon, restricted weapon, prohibited device, or prohibited ammunition from a person who fails to produce an authorization or license for possession. See [sec. 117.03, CC](#).

2. 1. 5. 2. When a weapon, prohibited device, ammunition, or an explosive substance is seized under [sec. 117.04\(1\) or \(2\), CC](#) in the interest of public safety, the permit for the weapon is considered revoked by [sec. 117.04\(4\), CC](#) and [sec. 5, Firearms Act](#), even if it is not found in the search and seizure.

2. 1. 6. Restricted and Prohibited Firearms

2. 1. 6. 1. Seize in accordance with [sec. 117.03\(1\), CC](#), if the restricted or prohibited firearm is found at the place indicated on the registration certificate and the person fails to produce a registration certificate for inspection.

2. 1. 6. 2. Seize in accordance with [sec. 117.03\(1\), CC](#), if a registration certificate is produced but the person is transporting or carrying the firearm without an authorization or is violating the conditions of the authorization to transport or carry.

2. 1. 6. 3. Seize in accordance with [sec. 117.03 or 487, CC](#), if the firearm is registered but found elsewhere than at the place indicated on the registration certificate.

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2. 1. 6. 4. Seize in accordance with sec. 117.02(1) or 487. CC, if the firearm is not registered and the person does not have an authorization to convey for registration/transport, or business permit to sell restricted weapons and if the person is in violation of authorization restrictions.

2. 1. 7. Explosives

2. 1. 7. 1. Due to the inherent danger involved in handling explosives and explosive devices, it is imperative to seek the assistance of a Police Explosive Technician (PET) at the onset of all cases involving explosives, suspected explosives, or bomb-making materials. Proceeding without the technician's assistance endangers public and member safety. See ch. 33.3.

2. 1. 7. 2. Handling, storage or disposal of explosives and explosive devices must be in accordance with ch. 14.6 and ch. 33.3.

NOTE: Every person who executes a warrant issued under sec. 487 or 487.1, CC, may seize any explosive substance that he/she suspects is intended to be used for an unlawful purpose, according to sec. 492, CC.

2. 1. 8. Application for Disposition

2. 1. 8. 1. Make an Application for Disposition, before a provincial/territorial court judge within 30 days of the seizure, regardless of any other charges anticipated or laid, when:

2. 1. 8. 1. 1. a seizure is made in the interest of public safety and it remains in the public interest that the person not possess a weapon; and

2. 1. 8. 1. 2. a weapon that cannot be lawfully possessed is seized. See sec. 117.05(1), CC.

NOTE: Failure to make an Application for Disposition within 30 days may result in the weapon being returned to the person from whom it was seized. See sec. 117.06(1)(a), CC.

2. 1. 8. 2. For Prohibition Orders, see ch. 4.13.

2. 1. 9. Disposal

2. 1. 9. 1. For reporting requirements relevant to the disposal of a firearm, see Public Agents Firearms Regulations and consult Divisional directives.

2. 1. 9. 2. Make certain the person relinquishing any weapon, firearm, prohibited device, ammunition, prohibited ammunition, or explosive substance for disposal signs a relinquishment of claim.

2. 1. 9. 3. Dispose of any weapon, firearm, prohibited device, ammunition, or prohibited ammunition in accordance with provincial legislation and divisional policy directives.

2. 1. 9. 4. A PET will dispose any explosive or bomb making material according to ch. 33.3.

2. 1. 9. 5. Record the destruction of the exhibit in the RMS as soon as practicable.

References

Date Modified: 2014-02-18