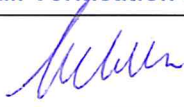


Yukon Corrections: Yukon Community Corrections Policy Manual

Section:	B Court Reports	Effective Date:	April 1, 2012
Number:	B 1.2		
Item:	Bail Verification Reports		
Approved by Director, Corrections:		Revised:	December 7, 2020

STATEMENT OF POLICY

This policy establishes processes and standards for the preparation of Bail Verification Reports. In preparing Bail Verification Reports, the Corrections Branch uses the least restrictive measures with inmates, offenders, police prisoners, and persons who have been granted judicial interim release that are consistent with the protection of those individuals, the public, and staff members.

AUTHORITIES

Corrections Act, 2009: ss. 2, 5, 6, 7

DEFINITIONS

Bail: is a term used to describe an accused person's custodial status pending trial and refers to the release of an accused pending trial on the grounds that he/she/they is likely to appear for trial, not likely to commit offences in the meantime, and release will not undermine the public confidence in the administration of justice. The term bail is synonymous with the term "judicial interim release".

Bail Verification Report: a court-ordered report that is prepared by a probation officer and provides objective, factual, and verified information regarding an accused and his/her/their proposed plan for release, including information with respect to residency and proposed surety/sureties.

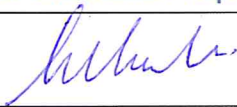
Probation Officer: an individual appointed by the Minister of Justice pursuant to s. 5(1)(c) of the *Corrections Act*.

PROVISIONS

General

1. During the course of a bail hearing, the court, and only the court, may order a bail verification report (BVR) to determine the suitability of release.
2. Where YCC administrative staff receive a request for a bail verification report from the court clerk, he/she/they will immediately provide the request to a YCC supervisor. The YCC supervisor receiving the request will, as soon as practicable, assign the completion of the report to a probation officer.
3. The probation officer assigned to develop the bail verification report will, as soon as practicable, contact the Manager of Correctional Services, Admission and Discharge to request the Whitehorse Correctional Centre Bail Information Form.
4. Upon receipt of the Whitehorse Correctional Centre Bail Information Form, the probation officer will contact the Whitehorse Correctional Centre Receptionist to arrange an interview with the accused, either in person or via telephone. This interview must be scheduled to take place no later than the following business day.

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5. In conducting the interview with the accused, the probation officer will complete the YCC Internal Bail Verification Report Checklist. The probation officer will use the aforementioned checklist to write his/her/their Bail Verification Report.
6. The probation officer will complete the Bail Verification Report as soon as practicable but no later than within two business days from the date upon which the court ordered the bail verification report.
 - 6.1. In completing the Bail Verification Report, the probation officer will provide only objective, factual information that he/she/they has verified.
 - 6.2. Once complete, the probation officer will submit the Bail Verification Report directly, and only, to the appropriate court trial coordinator via email.
7. Where part of the accused's proposed plan of release includes residing at the John Howard Society's Supervised Housing and Reintegration Program, the probation officer will immediately contact the Program Manager, via email, and advise that he/she/they is referring the accused to the program. The probation officer will not complete the John Howard Society's Supervised Housing and Reintegration Program referral form.
8. In the aforementioned email, the probation officer will also identify the accused's lawyer, if they have one, and request that the John Howard Society confirms that it will render its decision within five business days.
9. Upon receipt of the Program Manager's response regarding the expected timeframe within which it will render its decision, the probation officer will attend court and confirm that a referral has been made to the John Howard Society's Supervised Housing and Residential Program and advise the court of the expected timeline for a response.
10. The probation officer will return to court on the day on which the matter is adjourned and will provide any clarification with respect to the contents of his/her/their Bail Verification Report.

RELATED POLICIES & DIRECTIVES

B 1.1 Court Reports

HISTORY

Formerly Policy B 1.2 - Bail Supervision Reports