

*STC Sources of Information and Informants
Jail Academy Lesson Plan*

Topic	STC – Custodial Informants and Sources of Information Lesson Plan
Class	SOI / CI Lesson Plan
Instructor:	TBD
Back-up Instructor:	TBD
Time Allocated:	2 hours
Number of Students:	20-24
Classroom Set-Up:	Classroom: Computer, Projector
Equipment Needed:	Computer and projector with PowerPoint capabilities (screen, wireless mouse, pointer). Erasable markers and white board.
Handouts and Material Needed:	SOI / CI Policies and Procedures
Testing:	N/A

Instructional Objectives:
<p>Course Purpose: The purpose of this training is to provide law enforcement officers with the basic knowledge, skills, and ability to successfully differentiate between a Source of Information and Confidential Informant. Students should be able to identify the differences in documentation for information obtained in a custody setting vs. outside of a custody setting. Students will learn the specific requirements and procedures for handling Informants and Sources of Information which comply with Policy 608 and CCOM 2800.</p> <p>LEARNING NEED: Participants should be introduced to their instructors, fellow classmates, and given an overview and brief history of why it is important to know Department policy for Source of Information and Informants. Inform students how to properly notify and document source of information or informant contacts.</p>

Time	Objective	Instructor Notes
20 Minutes	Instructor Background	Introduce instructors and students background and experience. Ask if anyone has experience documenting SOIs or Informants. How did they handle it?

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<p>20 minutes</p>	<p>CCOM 2800 – Custody Intelligence Unit (CIU)</p>	<p>1. CIU history</p> <p>2. Discuss CIU’s responsibilities and the proper documentation and managing informants and Sources of Information within OCSD jail facilities.</p> <p>3. CIU will assist with all in-custody operations within the Custody Operations Command. Department members within the Custody Command shall defer to CIU in any circumstance involving the use of Informants and Sources of Information within OC Jail.</p>
<p>10 Minutes</p> <p>10 Minute break</p> <p>20 Minutes</p>	<p>Definitions</p> <p>Policy 608</p>	<p>1. Define Informant</p> <p>2. Define Source of Information</p> <p>1. Explain purpose and scope of policy</p> <p>2. Use of Informants</p> <p>3. Define the different types of Informants</p> <p>4. Informants consideration and benefits - Provide examples</p> <p>5. Notification to prosecution team - Brady v. Maryland</p> <p>6. In-custody Informants- Sheriff approval required</p>

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20 Minutes	Proper Documentation	1. Documenting Sources of Information and Informants. 2. Ask students discuss what they believe is the proper documentation of Sources of Information and Informants. 3. Discuss necessary steps of documentation, ex. <ul style="list-style-type: none">- Write internal memo addressed to CIU sergeant.- Ensure Source of Information admonishment is read verbatim and incorporated in the report.- Emphasize vigilance to avoid implying to inmate they will receive a benefit in exchange for information.- Gather and include all associated reports.
5 Minutes	Notifications	Discuss with class CIU notification procedures. <ul style="list-style-type: none">- Supervisor- Watch Commander- Department Commander
15 Minutes	Scenarios	Discuss possible SOI scenarios with class and benefit examples in a custody setting.