



INFORMATION RELATING TO VULNERABLE SECTOR CHECK REQUESTS

Requests for Vulnerable Sector Checks are governed by the *Criminal Records Act*.

Generally speaking, if a person has been convicted of a criminal offence and has received a record suspension (formerly called a pardon), the previous conviction cannot be disclosed to any person.

A Vulnerable Sector Check is an exception to that general rule, but it only applies in very limited circumstances. It permits the disclosure of a conviction for certain offences (many of which are sexual related) even if a record suspension has been granted with respect to that conviction.

It should be noted that if no record suspension has been granted, the conviction will be disclosed as part of the basic Criminal Record Check.

In order for a Vulnerable Sector Check to be conducted, the following requirements must be met:

1. There must be a request from a person or organization responsible for the well-being of a child or “vulnerable person”. For this purpose, a “vulnerable person” means a person who, because of his or her age, a disability or other circumstances, whether temporary or permanent,
 - (a) is in a position of dependency on others; or
 - (b) is otherwise at a greater risk than the general population of being harmed by a person in a position of trust or authority towards them;
2. The request must be made in relation to a person who has applied for a paid or volunteer position with that person or organization;
3. The position must be one of trust or authority towards the child or vulnerable person; and
4. The person applying for the position must consent in writing to the vulnerable sector check.



Unless all of these requirements are met, the Saskatoon Police Service is prohibited by the *Criminal Records Act* from requesting the RCMP to conduct a Vulnerable Sector Check.

IT IS THE RESPONSIBILITY OF THE PERSON OR ORGANIZATION REQUESTING THE VULNERABLE SECTOR CHECK TO PROVIDE THE SASKATOON POLICE SERVICE WITH SUFFICIENT INFORMATION TO ALLOW IT TO DETERMINE WHETHER THE ABOVE REQUIREMENTS ARE MET. THIS SHOULD BE DONE BY MEANS OF A LETTER ACCOMPANYING THE VULNERABLE SECTOR CHECK REQUEST.

It is important to note that even though a person or organization is responsible for the well-being of a child or vulnerable person, not every applicant for a paid or volunteer position will qualify for a Vulnerable Sector Check. The position must be one of trust or authority towards the child or vulnerable person. Being in a position of trust or authority is more than just having incidental contact with a child or vulnerable person.

The Saskatoon Police Service will review the information provided by the person or organization to determine whether the requirements for a Vulnerable Sector Check have been met. Unless the information is clearly insufficient to satisfy the requirements, the Vulnerable Sector Check request will be submitted to the RCMP. However it is still possible for the RCMP to reject the request if it feels the requirements have not been met.

Any questions relating to Vulnerable Sector Checks should be directed to the Staff Sergeant of the Forensic Identification Section at (306) 975-8264.