



Home Office

Criminal casework: Multi agency public protection arrangements (MAPPA)

Multi agency public protection arrangements (MAPPA)

About this guidance

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This guidance tells you how to identify multi agency public protection arrangements (MAPPA) cases and tells you what action you must take with them.</p> <p>MAPPA are a set of arrangements to assess and manage the risks posed by sexual and violent offenders.</p> <p>Offenders who are convicted of a sexual offence may not necessarily receive a custodial sentence but will still be managed through MAPPA. Sexual offenders who receive a custodial sentence over 12 months will be subject to licence and the notification requirement. The licence may expire before the notification requirement.</p> <p>For both violent and sexual offenders sentenced to 12 months and over, the prison issues them a licence. Further conditions may be added to manage the risk posed.</p> <div data-bbox="465 802 1646 1090" style="border: 2px solid red; padding: 10px;"><p style="text-align: center;">Restricted information – do not disclose – start of section</p><p>The information in this page has been removed as it is restricted for internal Home Office use only.</p><p style="text-align: center;">Restricted information – do not disclose – end of section</p></div> <p>Changes to this guidance – This page tells you what has changed since previous versions of this guidance.</p> <p>Contacts – This page tells you who to contact for help if your senior caseworker or line manager can't answer your question.</p> <p>Information owner – This page tells you about this version of the guidance and who owns it.</p> | <p>Related links</p> <p>Changes to this guidance</p> <p>Contact</p> <p>Information owner</p> <p>Links to staff intranet removed</p> |
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| | Safeguard and promote child welfare – This page explains your duty to safeguard and promote the welfare of children and tells you where to find more information. | |
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Multi agency public protection arrangements (MAPPA)

Changes to this guidance

| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page lists the changes to the ‘Multi agency public protection arrangements (MAPPA)’ guidance, with the most recent at the top.</p> <table border="1"> <thead> <tr> <th data-bbox="495 424 831 464">Date of the change</th> <th data-bbox="831 424 1532 464">Details of the change</th> </tr> </thead> <tbody> <tr> <td data-bbox="495 464 831 651">27 November 2014</td> <td data-bbox="831 464 1532 651"> <p>Change request :</p> <p>Contacting offender managers:</p> <ul style="list-style-type: none"> • New SPOC list </td> </tr> <tr> <td data-bbox="495 651 831 1433">20 January 2014</td> <td data-bbox="831 651 1532 1433"> <p>Six month review by the modernised guidance team:</p> <ul style="list-style-type: none"> • Multi-agency public protection arrangements (MAPPA): <ul style="list-style-type: none"> ○ third and fourth paragraphs have been deleted and new text entered. ○ the restricted box has been re-written. • Categories of offender: <ul style="list-style-type: none"> ○ sub-heading ‘category two: violent and other sexual offenders’ second paragraph re-written. ○ sub-heading ‘category three: other dangerous offenders’ first bullet point re-written and second deleted. • Case owner and line manager responsibilities: <ul style="list-style-type: none"> ○ first paragraph amended. ○ first bullet point is new content. ○ restricted box deleted. • MAPPA single point of contact (SPOC) </td> </tr> </tbody> </table> | Date of the change | Details of the change | 27 November 2014 | <p>Change request :</p> <p>Contacting offender managers:</p> <ul style="list-style-type: none"> • New SPOC list | 20 January 2014 | <p>Six month review by the modernised guidance team:</p> <ul style="list-style-type: none"> • Multi-agency public protection arrangements (MAPPA): <ul style="list-style-type: none"> ○ third and fourth paragraphs have been deleted and new text entered. ○ the restricted box has been re-written. • Categories of offender: <ul style="list-style-type: none"> ○ sub-heading ‘category two: violent and other sexual offenders’ second paragraph re-written. ○ sub-heading ‘category three: other dangerous offenders’ first bullet point re-written and second deleted. • Case owner and line manager responsibilities: <ul style="list-style-type: none"> ○ first paragraph amended. ○ first bullet point is new content. ○ restricted box deleted. • MAPPA single point of contact (SPOC) | <p>Related links</p> <p>Multi-agency public protection arrangements (MAPPA)</p> <p>Categories of offender</p> <p>Case owner and line manager responsibilities</p> <p>MAPPA single point of contact (SPOC)</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Updating the CID offences screen</p> <p>Contacting offender managers</p> <p>What the offender manager needs to know</p> <p>Contact with corporate partners</p> |
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| 27 November 2014 | <p>Change request :</p> <p>Contacting offender managers:</p> <ul style="list-style-type: none"> • New SPOC list | | | | | | | |
| 20 January 2014 | <p>Six month review by the modernised guidance team:</p> <ul style="list-style-type: none"> • Multi-agency public protection arrangements (MAPPA): <ul style="list-style-type: none"> ○ third and fourth paragraphs have been deleted and new text entered. ○ the restricted box has been re-written. • Categories of offender: <ul style="list-style-type: none"> ○ sub-heading ‘category two: violent and other sexual offenders’ second paragraph re-written. ○ sub-heading ‘category three: other dangerous offenders’ first bullet point re-written and second deleted. • Case owner and line manager responsibilities: <ul style="list-style-type: none"> ○ first paragraph amended. ○ first bullet point is new content. ○ restricted box deleted. • MAPPA single point of contact (SPOC) | | | | | | | |

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| | | <ul style="list-style-type: none"> ○ sub-heading' responsibilities of the MAPPA SPOC' content below re-written. ● Checking MAPPA status: <ul style="list-style-type: none"> ○ this page has been re-written. ● Recording MAPPA status on CID: <ul style="list-style-type: none"> ○ sub-heading 'CID special conditions screen: new cases' the second set of bullet points are new content. ● Updating the CID offences screen: <ul style="list-style-type: none"> ○ sub-heading 'the license no longer exists' second paragraph after the bullet points is new, final paragraph deleted. ● Contacting offender managers: <ul style="list-style-type: none"> ○ first set of bullet points, new first bullet. ○ Sentence after the first set of bullet points is new content. ● What the offender manager needs to know: <ul style="list-style-type: none"> ○ first paragraph after the bullet points has been re-written. ○ final paragraph deleted. ● Contact with corporate partners: <ul style="list-style-type: none"> ○ fifth and sixth bullet points deleted. ● Safeguarding children under 18 and vulnerable adults from sex offenders: <ul style="list-style-type: none"> ○ content added to first paragraph. ○ third paragraph, last sentence added. ● Licenses: <ul style="list-style-type: none"> ○ first paragraph amended. ○ second and third paragraphs in the restricted content box have been deleted. | | <p>Safeguarding children under 18 and vulnerable adults from sex offenders</p> <p>Licenses</p> <p>Multi agency public protection meetings</p> <p>Links to staff intranet removed</p> |
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| | | <ul style="list-style-type: none"> ○ content added to the first bullet point. ○ second bullet point deleted. ● Multi agency public protection meetings: <ul style="list-style-type: none"> ○ second paragraph re-written. ○ third and fourth paragraphs deleted. ● Minor housekeeping and plain English changes throughout. | | |
| | 27 August 2013 | <p>Change request:</p> <ul style="list-style-type: none"> ● Mappa regional and criminal casework single points of contact (SPOC): <ul style="list-style-type: none"> ○ This page has been renamed 'MAPPa single point of contact (SPOC)' ○ New first paragraph. ○ Sub-heading 'Responsibilities of the MAPPa SPOC' changes to the para after the bullets ○ Sub-paragraph 'Tracking case owners' last paragraph removed and new final paragraph. ○ Contact details in restricted box updated. ○ Home Office changed to Immigration Enforcement. | | |
| | | <p>For previous changes to this guidance you will find all earlier versions in the archive</p> <p>See related link: Multi-agency protection (MAPPa) - Archive</p> | | |

Multi agency public protection arrangements (MAPPA)

Categories of offender

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) staff about the three categories of multi agency public protection arrangements (MAPPA) offenders.</p> <p>Category one: registered sexual offenders</p> <p>This is someone who commits an offence which comes under the Sexual Offences Act 2003 and they must notify the police of their address. They may have received a custodial sentence, a community sentence or a caution. The nature of the sentence determines the length of the period of registration. They are MAPPA offenders until their registration period expires.</p> <p>Category two: violent and other sexual offenders</p> <p>This is someone sentenced to 12 months custody or more for offences contained in schedule 15 of Criminal Justice Act (CJA) 2003, the Terrorism Act 2006 or murder.</p> <p>They are subject to MAPPA until the expiry of their licence. Anyone sentenced to a hospital order with or without restrictions who meet the criteria are managed through MAPPA.</p> <p>Category three: other dangerous offenders</p> <p>This is based on a professional judgement call. The offender must have a previous conviction or caution that indicates:</p> <ul style="list-style-type: none">• they have been convicted or cautioned for an offence which indicates they have the capacity to cause serious harm, and• the risks require active multi-agency management at MAPPA level two or three. <p>Disclosure of MAPPA status to foreign national offenders (FNOs)</p> <p>Offenders are usually informed of their MAPPA status but this does not happen in all cases due to public protection concerns and possible risk escalation. If you are not sure the offender has been informed of their MAPPA status, you must contact the National Offender Management Service (NOMS) offender manager to ask if it is appropriate to</p> | <p>Links to staff intranet removed</p> <p>External links</p> <p>Criminal Justice Act 2003</p> <p>Terrorism Act 2006</p> |
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| | <p>disclose the status to the offender.</p> <p>When you are told whether or not you can tell the FNO about their MAPPA status, you must record the information on the CID 'Special Conditions' screen, next to the MAPPA level in the 'Additional Information' section. For example select 'CCD MAPPA case' from the drop down menu and input 'Management Level 3 – MAPPA status NOT to be disclosed' in the 'Additional Information' section.</p> | |
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Multi agency public protection arrangements (MAPPA)

Level of risk management

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Recording MAPPA offence category and management level correctly

The lead agency decides the level of MAPPA management six months before the earliest date of release from prison. You must record both the MAPPA category of offence and level of management accurately on the nominal index card (NIC).

The information provided by the prison on the form received two days before the end of a FNO's prison sentence with the licence may be wrongly recorded, for example 'MAPPA 1'. This would not be correct as it does not indicate whether this is the FNO's MAPPA offence category or management level.

When you receive the case in CC, you must make checks to be sure both the MAPPA offence category and management level is recorded correctly on the NIC.

Multi agency public protection arrangements (MAPPA)

Case owner and line manager responsibilities

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- Make sure you notify the electronic monitoring provider (currently SERCO) of the risk of serious harm and to whom when you arrange release with electronic monitoring conditions.
- Make sure any cases that come to light where a known sex offender is living at an address with children aged under 18 or a vulnerable adult is brought to the attention of the local authority safeguarding board (LSB), and in the case of children to the office of the children's champion, and record the action on CID notes.

For more information about corporate partners see related links: Police PPU contacts.

Concerns about foreign national offenders (FNOs) and child welfare

Where a FNO reveals they have committed or been committing offences against children either in the UK or abroad (this may emerge, for example during an interview for an asylum claim), under Section 55 of the Borders, Citizenship and Immigration Act 2009 the Home Office has a duty to report this to the relevant authorities.

If you become aware of such information, you must contact the regional intelligence unit (RIU), who will check the validity of the information and pass it onto the relevant interested authorities, which may include the:

- Child Exploitation and Online Protection centre (CEOP)
- National Crime Agency (NCA)
- Local police
- Local authority children's services.

In the interest of safeguarding children's welfare best practice is to make sure the information is passed on for checking at the earliest opportunity. If you need advice, ask your senior caseworker or team leader.

For more information, see related link: Safeguard and promote child welfare.

Case owners and annual leave

If you go on annual or flexi leave you must make sure another member of staff covers your MAPPA cases. This is particularly important when a bail hearing is scheduled as this could

lead to the release of a subject. It is not acceptable to have a situation where an offender manager is not informed of the release of a MAPPA subject because you are on leave.

Line manager responsibilities

You must:

- Check all appropriate immigration enforcement MAPPA actions are undertaken and the correct contact has been made with corporate partners. If contact has not been made you must take urgent remedial action.
- Make sure staff have arranged for MAPPA cases allocated to them to be covered by a colleague when they are on scheduled annual or flexi leave.
- Arrange cover for the management of MAPPA cases allocated to a member of your staff if there is an unforeseen absence, for example, sick leave.

If a member of staff misses or ignores MAPPA cases you must bring this to the attention of the assistant director.

Multi agency public protection arrangements (MAPPA)

MAPPA single point of contact (SPOC)

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Multi agency public protection arrangements (MAPPA)

Checking MAPPA status

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Multi agency public protection arrangements (MAPPA)

Recording MAPPA status on CID

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells you about recording multi agency public protection arrangements (MAPPA) status on CID.</p> <p>On CID</p> <p>In all MAPPA cases you must make sure you record the MAPPA category and level together with names and contact details of offender managers on the special conditions screen on CID.</p> <p>CID special conditions screen: new cases</p> <p>New cases received in CC will have the following information entered on CID by workflow:</p> <ul style="list-style-type: none">• criminal case special condition• offender manager information• MAPPA eligible status (where appropriate). <p>The Probation Trust must allocate a named offender manager. If you cannot find details of the offender manager in specific cases you can identify them through contact with the:</p> <ul style="list-style-type: none">• Relevant prison.• Probation Trust area where the foreign national offender (FNO) lived before they were sentenced. Or• Probation Trust area where the sentencing court is situated if the FNO had no fixed address. <p>A FNO single point of contact (SPOC) has been nominated by each Probation Trust to help resolve case allocation issues in their area. However you must only contact them if the prison cannot identify the offender manager. For contact details see related links: Probation trusts single point of contact (SPOC) list.</p> <p>CID special conditions screen: existing cases</p> <p>You must check for both MAPPA cases and offender manager contact details when you</p> | <p>In this section</p> <p>Recording the MAPPA indicator, offender manager details and criminal casework special conditions on CID</p> <p>Closing special conditions on CID</p> <p>Updating the CID offences screen</p> <p>Recording MAPPA status on Home Office file</p> <p>Links to staff intranet removed</p> |
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| | action existing cases. If these are not complete, or the details have changed, you must update them with the relevant information as soon as possible. | Links to staff intranet removed |
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Multi agency public protection arrangements (MAPPA)

Recording the MAPPA indicator, offender manager details and criminal casework special conditions on CID

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| <p>About this guidance Categories of offender Levels of risk management Case-owner and line-manager responsibilities Checking MAPPA status Recording MAPPA status on CID Contacting offender managers Contact with corporate partners Sex offenders and children aged 18 and under Licences Multi-agency public protection panel (MAPP) meetings Non-detained cases and absconders MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners how to record multi agency public protection arrangements (MAPPA) indicator, offender manager details and criminal casework special conditions status details on CID.</p> <p>You must record the MAPPA indicator, offender manager details and criminal case special conditions on CID.</p> <p>Updating the special conditions screen You must update this screen to show all criminal case special conditions including details of the name and contact details of the offender manager and to record that a case has MAPPA status where applicable.</p> <div data-bbox="472 724 1653 1398" style="border: 2px solid red; padding: 10px;"><p style="text-align: center;">Restricted information – do not disclose – start of section</p><p>The information in this page has been removed as it is restricted for internal Home Office use only.</p></div> | <p>In this section</p> <p>Recording MAPPA status on CID</p> <p>Closing special conditions on CID</p> <p>Updating the CID offences screen</p> <p>Recording MAPPA status on Home Office file</p> <p>Links to staff intranet removed</p> |
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Multi agency public protection arrangements (MAPPA)

Closing special conditions on CID

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about how and when to close special conditions status on CID in multi agency public protection arrangements (MAPPA) cases.</p> <p>Closing special conditions</p> <p>With all CC special conditions, closure will depend on a number of circumstances. You must only close the 'stop criminal case - contact CCD' either when:</p> <ul style="list-style-type: none">• CC decides not to take further action• the subject's appeal is allowed, or• they are deported or removed. <p>If the subject has licence conditions both special conditions must only be closed once the licence is no longer in force. This may be because the subject has been deported or removed. In cases where the subject's appeal is allowed, or CC decides not to take further action, it will be at the date their licence expires. When the licence expires the case may be managed by the police offender manager.</p> <p>If the foreign national offender (FNO) is subject to MAPPA management arrangements the offender manager details must remain open along with the 'stop criminal case - contact CCD' whether or not their licence has expired. You must only close the offender manager details once the MAPPA risk management arrangements are officially closed. In some cases this may be after the deportation or removal of the subject.</p> <p>Life licences, those imprisoned for public protection, or registration on the sex offenders register for life cases</p> <p>Cases where life licence conditions or life registration is given as part of the sentence, details must be recorded in the additional information field attached to the special condition 'stop criminal case - contact CCD'. The information must be input in capitals and say what the licencing conditions are and, where necessary, the reason.</p> | <p>In this section</p> <p>Recording MAPPA status on CID</p> <p>Recording the MAPPA indicator, offender manager details and criminal casework special conditions on CID</p> <p>Updating the CID offences screen</p> <p>Recording MAPPA status on Home Office file</p> <p>Links to staff intranet removed</p> |
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| | <p>For example, 'SUBJECT TO LIFE LICENCE AFTER MURDER CONVICTION' or 'PLACED ON SEX OFFENDERS REGISTER FOR LIFE'. In these cases only, this special condition must never be closed even when:</p> <ul style="list-style-type: none">• CC decides not to take any further action• the subjects appeal is allowed, or• the subject is deported or removed. | |
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- CC decides not to take any further action
- the subjects appeal is allowed, or
- the subject is deported or removed.

Multi agency public protection arrangements (MAPPA)

Updating the CID offences screen

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about updating the CID offences screen in multi agency public protection arrangements (MAPPA) cases.</p> <p>Updating the CID offences screen</p> <p>CC staff must complete the offences screen for all new cases, and those which are currently within CC, to record licence and offender manager information.</p> <div data-bbox="472 576 1653 1401" style="border: 2px solid red; padding: 10px;"><p style="text-align: center;">Restricted information – do not disclose – start of section</p><p>The information in this page has been removed as it is restricted for internal Home Office use only.</p></div> | <p>In this section</p> <p>Recording MAPPA status on CID</p> <p>Recording the MAPPA indicator, offender manager details and criminal casework special conditions on CID</p> <p>Closing special conditions on CID</p> <p>Recording MAPPA status on Home Office file</p> <p>Links to staff intranet removed</p> |
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Restricted information – do not disclose – end of section

Deportation proceedings initiated under section 3(5)(a) of the Immigration Act 1971

When backfilling the offences screen you must make sure all previous criminal convictions and sentences which total more than 12 months over a period of five years are entered separately on CID. This covers all offenders not just those subject to MAPPA.

In each case you must complete the following information on the offences screen:

- Licence and offender manager details.
- Details of the crime.

You must make every effort to identify and contact the offender manager to get a copy of the licence, even in cases where the licence has expired.

The license no longer exists

In cases where there was a licence, but this no longer exists, you must answer 'No' to the following questions on the offence screen:

- 'Has the offender manager been identified and contacted?'
- 'Is the licence on file?'

No further action needs to be taken if the licence no longer exists.

Where the FNO has been managed at MAPPA level 3, in rare cases, they will continue to be managed at that level even though their licence has expired. You must ask the offender manager if the case will continue to be managed at level 3, and if so notify them about release from detention.

Multi agency public protection arrangements (MAPPA)

Recording MAPPA status on Home Office file

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about recording multi agency public protection arrangements (MAPPA) status on Home Office files.</p> <p>Home Office files</p> <p>In all MAPPA cases, you must mark the subject's Home Office file by writing 'MAPPA' with the category and management level on the front of the file in capitals using a red pen.</p> <p>The file must also be marked on the front page at the top next to the 'person details' area.</p> | <p>In this section</p> <p>Recording MAPPA status on CID</p> <p>Recording the MAPPA indicator, offender manager details and criminal casework special conditions on CID</p> <p>Closing special conditions on CID</p> <p>Updating the CID offences screen</p> <p>Links to staff intranet removed</p> |
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Multi agency public protection arrangements (MAPPA)

Contacting offender managers

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about contacting offender managers in multi agency public protection arrangement (MAPPA) cases.</p> <p>You must contact the:</p> <ul style="list-style-type: none">• Probation Trust's offender management unit to request the name and contact details of the offender manager at the earliest opportunity• offender manager, and if the case involves a MAPPA category 1 offender• relevant police public protection unit (PPU) as soon as possible after the case is allocated to you. <p>When you make initial contact with the offender manager, you must:</p> <ul style="list-style-type: none">• identify yourself,• provide your contact details and• advise the offender manager of the current status of the case and its likely progression. <p>When a FNO is subject to licence, which is issued by the prison, the contact details for the probation office or the individual offender manager are recorded on the licence.</p> <p>You must always contact this person or their office regardless of the bail address provided by the detainee because the probation offender manager is responsible for any changes of responsibility on release.</p> <p>You must keep the offender manager informed of all major developments on cases, both before and after release from prison, as they happen.</p> <p>You must copy all notifications to offender managers to the National Offender Management Service (NOMS) single point of contact (SPOC) and if the FNO is a MAPPA category one offender the single point of contact (SPOC) for the police public protection</p> | <p>In this section</p> <p>What the offender manager needs to know</p> <p>Links to staff intranet removed</p> |
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| | unit. For more information, see related link: Police PPU contacts . | |
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Multi agency public protection arrangements (MAPPA)

What the offender manager needs to know

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about the information you must tell the offender manager in multi agency public protection arrangement (MAPPA) cases.</p> <p>It is vital you keep the offender manager informed of all major developments in a case as they happen. Whenever a foreign national offender (FNO) is released or absconds from detention under immigration powers, you must inform both the offender manager and relevant public protection unit (PPU).</p> <p>This is so licence conditions can be enforced for public protection purposes. It is essential no offender who is subject to licence and on the sex offenders register is released into the community unsupervised.</p> <p>You must inform the offender manager immediately in the following circumstances:</p> <ul style="list-style-type: none"> • If the FNO is moved from prison custody to immigration detention following completion of their sentence. This is especially important as once a custodial sentence has been served the standard link between the prison and offender manager is broken. This can lead to the prisoner being released into the community unsupervised, which is a significant risk. • Where a notice of intention to deport or remove, or an automatic deportation order is issued against the FNO and they apply to the Immigration and Asylum Chamber (IAC) for bail, you must contact the offender manager. You must do this before the bail hearing to request an Annex A NOMS 1 form so their assessment of risk and of re-offending can be taken into account by the IAC. You must also provide the offender manager with a summary of current action being taken including a prognosis for removal, and any significant changes to immigration status. This allows them to complete an accurate risk assessment. The offender manager must also approve any bail address provided for licence purposes. If an application for bail is made by the FNO. • If an appeal date is set – offender managers must be informed of all appeal dates as soon as they are set. | <p>Links to staff intranet removed</p> |
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- If the FNO is granted bail by the IAC.
- If the FNO's appeal is allowed and they are released.
- If the FNO is bailed or released for any other reason by the Secretary of State.
- If the FNO absconds or escapes from immigration supervision.
- If the FNO changes their address (including change of address within the detention estate).
- The FNO is granted leave to remain in the UK or other immigration permission.
- The FNO is granted permission to work (but not leave to remain).
- The FNO is refused leave to remain in the UK.
- There are specific concerns about behaviour or a change of circumstance which might affect the risk assessment.
- If the FNO is deported or removed from the UK.
- If the FNO dies.

For all FNOs, no matter what level they will be managed at in the community, the offender manager must create a risk management plan.

These arrangements can only be put in place if you contact offender managers as soon as:

- a bail application is received from the FNO
- the FNO is released from immigration detention under any circumstances, or
- the FNO leaves the UK.

An offender may continue to be managed at MAPPA level three even after the licence has expired. It is therefore vital that you contact the offender manager to see if this is the case, and if so continue to contribute to the MAPPA meetings using the 'MAPPA R' form or otherwise as requested.

Multi agency public protection arrangements (MAPPA)

Contact with corporate partners

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This section tells criminal casework (CC) case owners about contacting corporate partners involved in multi agency public protection arrangement (MAPPA) cases.</p> <p>It is vital Home Office corporate partners are told about the risk of serious harm and who might be at risk when cases are subject to MAPPA so they can be managed effectively any risks to their staff and the public .</p> <p>CC's main corporate partners are:</p> <ul style="list-style-type: none">• immigration, compliance and engagement (ICE) teams• detention services• SERCO, G4S, Reliance, Tascor and other relevant operational contractors• Section 4 accommodation providers. <p>For more information about contacting each of these see related links: How to contact corporate partners.</p> | <p>In this section</p> <p>How to contact corporate partners</p> <p>Links to staff intranet removed</p> |
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Multi agency public protection arrangements (MAPPA)

How to contact corporate partners

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| <p>About this guidance Categories of offender Levels of risk management Case-owner and line-manager responsibilities Checking MAPPA status Recording MAPPA status on CID Contacting offender managers Contact with corporate partners Sex offenders and children aged 18 and under Licences Multi-agency public protection panel (MAPP) meetings Non-detained cases and absconders MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about contacting Home Office corporate partners in multi agency public protection arrangement (MAPPA) cases.</p> <p>Non-criteria cases MAPPA cases that are referred to CC but do not meet the CC criteria, and do not have existing leave, are transferred by workflow to the regions or immigration, compliance and engagement (ICE), formerly known as local immigration teams (LITs) through agreed central points of contact, using form ICD3399A.</p> <p>MAPPA subjects with leave or the right to remain in the UK are issued with a warning letter. You must forward a copy of this letter to the relevant police public protection unit (PPU) if the subject is a category one offender.</p> <p>CC subjects who must not be allowed contact with children If you deal with an offender who is not allowed to come into contact with children you must inform:</p> <ul style="list-style-type: none">• detention services, and• the detainee escorting and population management unit (DEPMU). <p>You must contact them by email and give full details of the FNO and why they are considered to be a threat. You must do this even if the subject is already within the detention estate.</p> <p>For the detention services mailbox address see related links.</p> <p>Restricted information – do not disclose – start of section</p> | <p>Links to staff intranet removed</p> |
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Restricted information – do not disclose – end of section

Section 4 accommodation providers

MAPPA subjects must always be placed in appropriate accommodation. A MAPPA marking may mean FNOs cannot be placed in multi-occupancy hostels or accommodation which houses vulnerable adults and children. If FNOs become eligible for Section 4 accommodation MAPPA status must be recorded on the accommodation template which is sent to asylum casework's Section 4 accommodation team. For more information on Section 4 see related links: [Considering cases for section 4 bail accommodation.](#)

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| | <p>Local police You must inform the local police and the relevant police public protection unit by telephone when:</p> <ul style="list-style-type: none">• bail hearings are scheduled, or• bail is granted to MAPPA subjects. <p>You must also record the following details on CID to help the police take any action needed:</p> <ul style="list-style-type: none">• the police officer it was reported, and• their contact number. | |
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Multi agency public protection arrangements (MAPPA)

Safeguarding children under 18 and vulnerable adults from sex offenders

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners how to deal with cases of foreign national sex offenders (FNOs) who pose a risk of serious harm to children or vulnerable adults.</p> <p>If an offender who has been assessed as posing a high harm risk to children or a vulnerable adult is found living or making a request to live in a household with children aged 18 and under, or a vulnerable adult, you must take the following actions:</p> <ul style="list-style-type: none"> • Notify the relevant local authority children’s services (LACS) or adult services (LAAS) and the police protection unit in that area. And • Note CID. <p>This fulfils the Home Office responsibility to safeguard children under Section 55 of the Borders, Citizenship and Immigration Act 2009.</p> <p>If you find a FNO who poses a risk of serious harm lives at an address where there is a vulnerable adult you must inform the Local Safeguarding Board (LSB), whose contact details can be found through LACS.</p> <p>If a foreign national offender (FNO) who is either assessed as posing a risk of serious harm to children, or a known sex offender, makes a bail application and children aged 18 and under or a vulnerable adult lives at the proposed bail address, you must bring this to the attention of the National Offender Management Service (NOMS) offender manager.</p> <p>They will check the suitability of the address, and whether the licence conditions set by the prison prohibit residence with minors or vulnerable adults. The offender manager must send their comments back to you and you must take these into account.</p> <p>In all cases you must make sure the authority who considers the bail application (either the Immigration and Asylum Chamber, an official representing the Secretary of State, or a chief immigration officer depending on the type of bail) is fully aware of the situation and</p> | <p>Links to staff intranet removed</p> |
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| | <p>the opinions of the offender manager.</p> <p>Under no circumstances must a foreign national sex offender be released to an address where children aged 18 and under or a vulnerable adult are living without the full written agreement of the offender manager. If bail is granted, you must inform the relevant LACS or LAAS to make them aware of the situation. This must be fully recorded in CID notes.</p> | |
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Multi agency public protection arrangements (MAPPA)

Licences

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about prison licences and multi agency public protection arrangements (MAPPA).</p> <p>In exceptional circumstances a foreign national offender (FNO) will continue to be managed through MAPPA after the prison licence expires. It is important you confirm with the offender manager whether this is the case and if so, you should continue to contribute to MAPPA using the 'MAPPA R' form and updating it as required.</p> <p>If you have any difficulties contacting offender managers, contact their senior probation officer and if difficulties continue the FNO single point of contact (SPOC) for that area.</p> <p>Where the FNOs licence has ended you can contact the following agencies for information and advice:</p> <ul style="list-style-type: none">• Public protection police either in the area where the FNO is living or the Jigsaw team in London if it is a London case. This means a FNO sentenced for a sexual offence will be subject to notification requirements for a specific length of time depending on the sentence, meaning they must notify the police of their address. They are often registered sex offenders.• If the FNO is managed by the health authority you must contact the local Primary Care Trust to get more information.• If the FNO is under 18 years of age, you may contact the Youth Offending Team in the area where they are living. For details see related link: YOT contacts. | <p>Links to staff intranet removed</p> |
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Multi agency public protection arrangements (MAPPA)

Multi agency public protection panel (MAPP) meetings

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about multi agency public protection panel (MAPP) meetings.</p> <p>The Home Office provides a 'MAPPA R' caseowner contribution report (see related link) to MAPPA level 2 or 3 meetings. Or they may request someone to attend a MAPPA level 2 or 3 meeting in person, usually by video or tele-conferencing to provide the contribution. You can update the 'MAPPA R' form for future meetings by adding new information and the date to the original 'MAPPA R'.</p> <p>Where a request has been made for a senior manager to attend, this will be decided by the relevant assistant director from CC.</p> <p>MAPP meetings must not be confused with MALAP (multi-agency looked after partnership) meetings which are groups of people from different organisations who work together to improve the care of looked-after children.</p> | <p>Links to staff intranet removed</p> |
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Multi agency public protection arrangements (MAPPA)

Non-detained cases and absconders

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| <p>About this guidance Categories of offender Levels of risk management Case-owner and line-manager responsibilities Checking MAPPA status Recording MAPPA status on CID Contacting offender managers Contact with corporate partners Sex offenders and children aged 18 and under Licences Multi-agency public protection panel (MAPP) meetings Non-detained cases and absconders MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners the action to take with non-detained cases and absconders in multi agency public protection arrangements (MAPPA) cases.</p> <div data-bbox="465 391 1641 673" style="border: 2px solid red; padding: 10px; text-align: center;"><p>Restricted information – do not disclose – start of section</p><p>The information in this page has been removed as it is restricted for internal Home Office use only.</p><p>Restricted information – do not disclose – end of section</p></div> <p>If a MAPPA offender absconds, the offender manager must be informed immediately. The case must be referred to the CC trace and locate team so they can trace and detain the FNO so deportation action can still take place.</p> <p>Cases referred to the trace and locate team must have their MAPPA status highlighted so they can be prioritised within the team.</p> | <p>Links to staff intranet removed</p> |
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Multi agency public protection arrangements (MAPPA)

MAPPA in Scotland and Northern Ireland

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page tells criminal casework (CC) case owners about multi agency public protection arrangements (MAPPA) in Scotland and Northern Ireland.</p> <p>The National Offender Management Service (NOMS) covers England and Wales. Scotland and Northern Ireland have their own arrangements for dealing with high risk offenders which mirror the NOMS MAPPA arrangements.</p> <p>If you are dealing with MAPPA cases for subjects in Scotland and Northern Ireland you must read the relevant guidance for those areas. For more information, see related links:</p> <ul style="list-style-type: none">• MAPPA for Scotland• MAPPA for Northern Ireland. | <p>Links to staff intranet removed</p> |
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Multi agency public protection arrangements (MAPPA)

Contacts

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| <p>About this guidance</p> <p>Categories of offender</p> <p>Levels of risk management</p> <p>Case-owner and line-manager responsibilities</p> <p>Checking MAPPA status</p> <p>Recording MAPPA status on CID</p> <p>Contacting offender managers</p> <p>Contact with corporate partners</p> <p>Sex offenders and children aged 18 and under</p> <p>Licences</p> <p>Multi-agency public protection panel (MAPP) meetings</p> <p>Non-detained cases and absconders</p> <p>MAPPA in Scotland and Northern Ireland</p> | <p>This page explains who criminal casework (CC) case owners can contact for more help with a specific case on multi agency public protection arrangements (MAPPA).</p> <p>If you have read this guidance and still need more help with this category, you must first ask your senior caseworker or line manager.</p> <p>If the question cannot be answered at that level, you may email criminal casework process and policy team (CCOPP), see related link: Email: CCD process team, for guidance on the policy.</p> <p>Changes to this guidance can only be made by the modernised guidance team (MGT). If you think the policy content needs amending you must contact CCOPP, who will ask MGT to update the guidance, if appropriate.</p> <p>MGT will accept direct feedback on broken links, missing information or the format, style and navigability of this guidance. You can send these using the link: Email: Modernised guidance team.</p> | <p>Related links</p> <p>Information owners</p> <p>Changes to this guidance</p> <p>Links to staff intranet removed</p> |
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Multi agency public protection arrangements (MAPPA)

Information owners

[About this guidance](#)
[Categories of offender](#)
[Levels of risk management](#)
[Case-owner and line-manager responsibilities](#)
[Checking MAPPA status](#)
[Recording MAPPA status on CID](#)
[Contacting offender managers](#)
[Contact with corporate partners](#)
[Sex offenders and children aged 18 and under](#)
[Licences](#)
[Multi-agency public protection panel \(MAPP\) meetings](#)
[Non-detained cases and absconders](#)
[MAPPA in Scotland and Northern Ireland](#)

This page tells criminal casework (CC) case owners about the 'Multi agency public protection arrangements (MAPPA)' guidance and who owns it.

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| Version | 16.0 |
| Valid from date | 27 November 2014 |
| Policy owner | Official – sensitive: information removed |
| Cleared by director | Official – sensitive: information removed |
| Director's role | Official – sensitive: information removed |
| Clearance date | 27 July 2011 |
| This version approved for publication by | Official – sensitive: information removed |
| Approver's role | Official – sensitive: information removed |
| Approval date | 27 November 2014 |

Changes to this guidance can only be made by the modernised guidance team (MGT). If you think the policy content needs amending you must contact CCOPP (see related link: Email: CCD process team) who will ask MGT to update the guidance, if appropriate.

MGT will accept direct feedback on broken links, missing information or the format, style and navigability of this guidance. You can send these using the link: Email: Modernised guidance team.

Related links

[Contacts](#)

[Changes to this guidance](#)

Links to staff intranet removed

MAPPA download
Special conditions screen on CID

Restricted information – do not disclose – start of section

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Restricted information – do not disclose – end of section

Restricted information – do not disclose – start of section

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