

JOINT PROTOCOL – ADULT PROTECTION**AJP5 – ABE Interview Notes for 2nd Interviewer**

Form to be completed by either Social Worker or Police Officer. Original to be retained by PSNI

PSNI Reference Number:		
DETAILS OF INTERVIEW		
Name of Witness:	DOB:	Date:
Location:	Start Time:	End Time:
All others present & their roles:		

*****REMEMBER TO HAVE YOUR RESOURCES AT HAND BEFORE INTERVIEW STARTS*****

PHASE ONE – RAPPORT (ENGAGE & EXPLAIN, GROUND RULES) Tick box if covered		
Date ☐	Time ☐	Location ☐
Introductions ☐	Roles of all present ☐	Equipment ☐
Court ☐	Still consents to go to court ☐	Use video, if relevant ☐
Don't know ☐	Don't understand ☐	Don't guess ☐
Don't remember ☐	Breaks ☐	
Tell the Truth – explore if necessary ☐	Route Map – how the process will run ☐	Check in with 2nd ☐

PHASE TWO - FREE NARRATIVE Tick box if covered
1 st Free narrative – Tell, Explain, Describe, Show etc ☐
Further Free narrative (only if necessary) – T.E.D in more detail, I wasn't there ☐

PHASE THREE – QUESTIONING USING TOPIC SELECTION		
Create firm boundaries, repeat as necessary		
Create topics as appropriate to the case, examples that may assist:		
From....until	Chunks of chronological time	Actions/Words
Descriptions	Relationships with suspect/witnesses	Rooms & layouts
Significant items	Weapons	Vehicles
Lifestyles	Phones	Electronic devices
Finances	Forensic possibilities	

PHASE FOUR - CLOSURE		
Anything else?	We can come back if you remember anything else	

WORDS/ACTIONS/DESCRIPTIONS:

PLAITS:

ADVOKATE:

Use right hand side of page for the following:

T - Topics to be returned to or dealt with later as directed by lead interviewer

O - Noting info needed later in interview e.g. Last Names etc

LE / Q /
T / O

[illegible]

