



**METROPOLITAN  
POLICE**

<b>Freedom of Information Act Publication Scheme</b>	
<b>Protective Marking</b>	<b>Official</b>
<b>Publication Scheme Y/N</b>	Yes
<b>Title</b>	HOLMES Policy Statement
<b>Version</b>	
<b>Summary</b>	This is the policy on how the Home Office Large Major Enquiry System is handled in the Metropolitan Police Service.
<b>(B)OCU or Unit, Directorate</b>	Homicide and Major Crime, Frontline Operations
<b>Author</b>	
<b>Review Date</b>	22/10/2022
<b>Date Issued</b>	22/10/2018

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Branch / OCU:	Homicide and Major Crime, Frontline Operations				
Date created:	22 <sup>nd</sup> October 2018	Review date:	October 2022	Version:	4.0
Author:	Janet Greenslade				

## **Application**

**When?** This Policy applies with immediate effect.

**Who?** All Police Officers and Police Staff, including the extended Police family and those working voluntarily or under contract to the Mayor's Officer for Policing and Crime (MOPAC) or the Commissioner must be aware of, and are required to comply with, all relevant Metropolitan Police Service (MPS) Policy and associated procedures.

This Policy applies in particular to officers and staff in the following roles: (This list is not intended to be exhaustive.)

- All staff performing roles within a Major Incident Room
- All staff performing roles within a Casualty Bureau and Disaster Victim Identification (DVI) Incident Room.
- All Operational Command Unit (OCU) Commanders within Specialist Crime Operations departments and others with a HOLMES capability need to have an awareness to ensure adherence to the Policy.

**What?** This Policy applies to the use of HOLMES for Major Crime enquiries and Casualty Bureau after major incidents. This Policy excludes the Counter Terrorism Command, which has a separate secure system for the investigation of terrorism and other related matters.

## **Policy Principles**

The MPS will instigate Major Incident Room procedures using the HOLMES computer system in the event of any homicide, or other major investigation of grave public concern, where the identity of the offender(s) is not known. It will be at the discretion of the relevant SCO OCU Commander whether to make use of HOLMES where the identity of the offender(s) is apparent.

Central Casualty Bureau and the DVI Major Incident Room will utilise HOLMES in the event of a major domestic or foreign incident involving British Subjects.

The use of HOLMES and Major Incident Room procedures in cases of other serious crime or critical incidents is authorised by the Senior Investigation Officer (SIO), or the Major Investigation Team Managers in consultation with HOLMES Support.

The MPS will follow guidance outlined in the Murder and Major Incident Room Standard Administrative Procedures (MIRSAP) manuals in conjunction with the London Homicide Manual and also the Casualty Bureau Standard Administrative Procedures.

## **Purpose and Benefits**

This Policy will establish

- Clear guidance for the use of HOLMES in the MPS
- Assist the Senior Investigating Officer (SIO), or Senior Identification Manager (SIM) to direct and control the investigation.
- Ensure standardisation of data input and procedures.
- Support cross border investigations by the use of standardised procedures

This will result in an organized and methodical approach for the handling of information gathered.

## **Health and Safety Impact Statement**

SCO1 has consulted Safety and Health Risk Management Team on its HOLMES Policy and have made recommendations. The work outlined in the Policy falls within the “Business As Usual” risk assessments and control measures already identified.

## **Associated Documents and Policies**

HOLMES Standard Operating Procedures

Holmes Security Operating Procedures

NPCC Murder Manual

MIRSAP Manual

Casualty Bureau Standard Administrative Procedures