



Republic of the Philippines
Department of the Interior and Local Government
National Police Commission
NATIONAL HEADQUARTERS, PHILIPPINE NATIONAL POLICE
DIRECTORATE FOR INVESTIGATION AND DETECTIVE MANAGEMENT
Camp Crame, Quezon City



TF USIG 07_39

MEMORANDUM

TO : See Distribution
FROM : TDIDM / TF USIG Commander
SUBJECT : **Conduct of Investigation of Media and Militant Killings by SITG**
DATE :

1. Reference: VI of the Chief, PNP dated July 14, 2010.

2. It has been noted by the Chief, PNP himself that there is a lack of focus by the various Special Investigation Task Group (SITG) created to solve media and militant killings and other major cases. Among the most notable deficiencies are the lack of full-time investigators to handle the case, inefficient record/case management system to collate all information from various sources, and the practice of inviting witnesses to appear at the police stations or provincial offices which causes unnecessary inconvenience for the witnesses.

3. In this regard, the following guidelines shall be observed by all the Regional Directors and Task Group Commanders of SITGs:

- a. **Organization** – The Regional Director shall immediately issue order organizing a SITG. The PNP Provincial Director of the Province where the incident happened shall be the Task Group(TG) Commander of the SITG and the Provincial Officer(PO) of CIDG shall be the Deputy TG Commander.

The TG shall have its own Public Information Officer (PIO) who shall be responsible for the daily press releases on the development of the case. However, this does not prevent the Regional Director from making press statement on the developments of the investigation.

The SITG shall be composed of the Investigation Team, Technical/Legal Support Team from Legal Service and Prosecutors, Admin/Logistic Team and a Case Record Officer. (*see attached SITG Organizational Chart*)

The Investigation Team shall be headed by the PO, CIDG who is the concurrent Deputy TGC and shall be composed of **full-time personnel** from CIDG, Investigators from local Police Station, Crime Laboratory, Regional Intelligence Office (RIO) and a PCO from PIDMB of the concerned PPO.

The Investigation Team must be physically present at the area of the crime scene.

- b. **Initial Actions** – Aside from the usual investigative procedures, SITG shall immediately validate and confirm the affiliations of the victims, conduct press releases on a daily basis and establish an **On-Scene**

Command Post by putting up a tent or similar structures or deploying a Mobile Investigation Van (if available) at/or near the crime scene and shall ensure the presence/availability of the SITG Commander all the time;

The On-Scene Command Post (OSCP) shall be utilized by the SITG to conduct on-scene or on-the-ground investigation. The tent or van OSCP shall be marked appropriately as "PNP On-Scene Command Post" and shall also be posted with the mobile phone or contact numbers of the SITG Commander, Deputy/TGC/Investigator-on-case.

The On-Scene Command post shall be maintained for as long as necessary and shall only be deactivated or transferred with the clearance and approval of the Regional Director.

The Police Station which had jurisdictions over the area shall be utilized as alternate on-scene command post of the SITG.

- c. **Follow-up Actions** – During follow-up operations, SITG shall conduct profiling of victims, suspects and witnesses; conduct link/matrix analysis and exploit evidence information.

The SITG shall as much as possible, refrain from inviting witnesses to appear at the police stations and always consider the convenience of witnesses so that they may fully cooperate in giving their sworn statements.

The Deputy Regional Director for Operation(DRDO) of the PRO concerned shall be the designated SITG Supervisor.

4. In addition, the concerned Regional Director shall undertake the following:
 - a. Issue orders organizing the SITG indicating specifically the ranks and name of the personnel who will compose the SITG;
 - b. Ensure that the members of the SITG Investigation Team shall be detailed in full time status and the orders shall indicate that they shall be relieved of their other duties;
 - c. **Regional Directors shall provide logistical and financial support to SITG;** and,
 - d. The RD shall submit Daily updates thru Short Messaging System (SMS) or Text to CPNP, TDIDM, RD, CIDG and PIO to be followed by a written report.
5. For strict compliance.


ATTY RAUL M BACALZO, Ph.D
Police Director

Distribution:

ALL RDs
D, CIDG
D, IG
D, CL
D, LS

SITG ORGANIZATIONAL CHART

