

Law Enforcement Request for Personal Information

The following information is being requested under section 32(g) of the Municipal Freedom of Information and Protection of Privacy Act which allows for the disclosure of records containing personal information for the purposes of aiding a law enforcement investigation.

Part 1: This section to be completed by the attending Law Enforcement Officer

Information Requested:		
Investigation Number:		
Review Original Documents: <input type="checkbox"/> Yes <input type="checkbox"/> No	Copies Requested: : <input type="checkbox"/> Yes <input type="checkbox"/> No	
Original Requested: <input type="checkbox"/> Yes <input type="checkbox"/> No (Requires subpoena: Contact Legal Services for direction)		
<p>I, _____ (Officer Name) request the above personal information to aid an investigation undertaken by _____ (Law Enforcement Institution) with view to a law enforcement proceeding or from which a law enforcement proceeding is likely to result.</p>		
Signature of Investigating Officer	Badge Identification Number	Date (yyyy-mm-dd)

Part 2: This section to be completed by City Staff

Description of Records Disclosed:
Client/Employee Name (First, Last Name):
File Location (Area/District):
File/Record Title(s):
Form Completed by Proxy (Emergency Only):

Signature of Staff Member:	Date (yyyy-mm-dd)	
City Staff Contact Name (First, Last):	Phone Number:	Referred to Senior Management: <input type="checkbox"/> Yes <input type="checkbox"/> No

Place the completed original form in your sites Police Requests file/folder and send a copy of this form to the Senior Information Analyst - Privacy, Corporate Information Strategy & Policy, City Clerk's Office, Toronto City Hall, 100 Queen Street West, 13th Floor, West Tower, Toronto, ON, M5H 2N2. Should you have any questions regarding the use of this form, please contact Homelessness Initiative and Prevention Services Office at: 416-392-8741.