How to Investigate: Fundamentals of Fact Finding

The Institute of Internal Auditors, Saskatchewan Chapter, Inc. ("IIA") and the Saskatchewan Chapter of the Association of Certified Fraud Examiners ("ACFE") have partnered with the Workplace Institute to offer IIA & ACFE members a discount on the How to Investigate: Fundamentals of Fact Finding course.

This course covers the universal principles of excellent investigation; how to identify issues and then plan an investigation; how to conduct thorough witness interviews – even if the witness is hostile or difficult; how to deal with whistleblowers, how to gather, organize and review physical, digital and documentary evidence; using the Internet as an investigative tool, how to assess evidence and how to write clear and convincing reports.

The course is designed to give anyone responsible for conducting, supervising or reviewing investigations or fact-finding of any kind, the tools required to ensure that they are done objectively and thoroughly. The course uses real life examples, with targeted case studies and recent court / tribunal cases. A great refresher for those already involved in investigations, as well as a comprehensive introduction into the world of investigations to those with little or no prior experience. The course will give anyone the confidence and capabilities necessary to conduct, monitor or supervise an investigation.

For more information on the course and/or to register, please click here: How to Investigate. When registering, please use discount code: 75592.

TRAINING OPPORTUNITY

How to Investigate: Fundamentals of Fact Finding
Presented by the Workplace Institute

DATE
Monday, February 23, 2015
Regina, SK

LOCATION
Ramada Hotel
Regina, SK

TIME
Registration: 7:45 am
Course: 8:30AM to 4:30PM

FEE
IIA & ACFE Members: $385
Use discount code: 75592

REGISTRATION

Please register as soon as possible to avoid being disappointed. This course sells out.
Gareth Jones is a former Director of the Special Ombudsman Response Team at the Office of the Ombudsman of the Department of National Defense and Canadian Forces (DND/CF). He was responsible for setting up the team and directing all major investigations conducted by the Office. Many had a systemic component, including investigations into how the Canadian Forces dealt with service personnel with PTSD, the administration of military Boards of Inquiry, the investigation of deaths and serious injuries and how the families of killed and injured military members were treated.

Prior to that, he became an investigator with the Attorney General of the Province of Ontario, Special Investigations Unit (SIU) when it began operations in January 1991. SIU has a mandate to investigate deaths and serious injuries involving police officers. Gareth conducted 500 criminal investigations into incidents where police were involved in a death or a serious injury, including approximately 100 officer-involved shootings, 150 police pursuits and 50 custody deaths. He also investigated a number of allegations of sexual assault against police officers. He was the lead investigator in the majority of these cases.

He is the co-creator of an investigative training program that he has delivered to fact-finding agencies across the world, including UN bodies, as well as to organizations that conduct regulatory, security, human resources, workplace, human rights, anti-corruption and internal affairs investigations. He is author of *Conducting Administrative, Oversight and Ombudsman Investigations*, published by Canada Law Book in 2009. The book forms the basis for training he has delivered to a wide range of public and private sector organizations across the world, including customized training programmes for individual agencies. He is also the author of *The Top Ten Things Not To Do When Setting Up A Police Oversight Agency* and *Workplace Investigations: Getting Beyond He Said, She Said* and the co-author of *Measuring Ombudsman Performance: Setting Performance Standards And Indicators*.


Gareth is a former police sergeant with the Metropolitan Police, London, UK. He immigrated to Canada in 1988. He has a BA Honours degree in history from the University of Manchester, UK.

Gareth been retained by counsel in the United States, Canada and the Cayman Islands to provide expert evidence in police shooting and pursuit cases.
A few testimonials from auditors attending this course:

Videos and examples were excellent. Good course – would recommend
Auditor, Vancouver Island Health Authority

Excellent course and presentation
Examiner, Financial Institutions Division, Ministry of Finance, Government of Nova Scotia

Very good
Compliance Auditor
Nova Scotia Real Estate Commission

Very informative
Senior Compliance Investigator, Combined Insurance

Excellent
Auditor, RCMP

Witness interviewing and planning an interview will be really useful in the adoption of best practices in my investigative unit.
Senior Manager
Audit, Compliance and Quality Assurance
Seniors and Community Supports
Government of Alberta

Any questions regarding this course? Please contact the Workplace Institute at 1-877-610-0109 ext:210 or 416-704-3517 or contact them directly at: bjaworski@workplaceinstitute.org.