



Role Title	Counter Terrorism (CT) Financial Investigator	Reporting to	Senior Financial Investigator
Section	Investigations	District/Department	CTP NE
Tenure		Rank/Grade	SO2

Part A – JOB DESCRIPTION

Overall purpose of role	To conduct proactive and reactive financial investigations for the Regional & National CT Network in the investigation of Counter Terrorism Investigations, utilising the appropriate legislation i.e. TACT / POCA / PACE to disrupt Terrorist & Extremist networks.
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Key outputs for role –	
<ol style="list-style-type: none"> 1. Lead by example and behave in line with the Police Code of Ethics ensuring that the force values and behavioural expectations are clearly understood and considered by managers, officers and staff in their decision making and actions; reinforcing and influencing them through all interactions and processes. To ensure integrity, fairness and consideration of the needs of others are incorporated into daily duties and relationships with colleagues 2. To identify and seek evidence of funding or financially facilitating terrorist or extremist activities. 3. Conduct cash seizures and carry out subsequent investigations where appropriate using legislation under the Proceeds of Crime Act 2002 and the Anti-Terrorism, Crime and Security Act 2001 in order to disrupt terrorist activity. 4. Support Counter Terrorism Investigations with financial strategies to identify evidence of offences and provide tactical options to the Senior Investigating Officer through the use of financial intelligence to disrupt individuals involved in terrorist activity, terrorist groups and organised crime groups. Identify and record intelligence generated from allocated investigations for dissemination as appropriate 5. Identify parties holding relevant material, prepare documentation and attend court to obtain court orders under the Terrorism Act 2000 and 2006, Proceeds of Crime Act 2002, Police and Criminal Evidence Act 1984 and Anti-Terrorism, Crime and Security Act 2001, ensuring compliance with relevant codes of practice. Serve authorities/court orders upon relevant organisations/individuals, procure documentation/exhibits in accordance with force policy and current legislation. 6. Present information in an accurate and comprehensive financial statement, under the relevant legislation for use in Criminal and Civil proceedings at Court and under the relevant legislation. Attend Court to give evidence when required. 7. To prepare and maintain a detailed schedule of material gathered in the course of an investigation in order that an appropriate schedule of exhibits/unused material can be provided in accordance with the requirements of the Criminal Proceedings and Investigations Act 8. To research recovered data to determine which material can be used in furtherance of the criminal or terrorist prosecution case and identify that which can only be used within an intelligence context 9. To receive, research and analyse confidential financial disclosures from Intelligence sources including SARS (TACT), and other agencies, identifying, monitoring, maintaining relevant databases and making recommendations for further appropriate action. 10. To undertake the role of Financial Investigation Liaison Officer to all members of the NE Region SB's, National CTP Network, Police Forces and other agencies, providing support, assistance, training and advice in Terrorist Financing and means of disrupting this. 11. Whenever appropriate undertake proactive and reactive financial investigations with the objective of obtaining money laundering charges, restraint orders and confiscation orders in accordance with Departmental targets and objectives. 	

Dimensions (Financial/Statistical/Mandates/Constraints/No. of direct reports)

- Conduct financial investigations for the purpose of intelligence gathering and prosecution, dealing with a number of investigations at any one time as directed by your line manager.
- An exceptionally high degree of confidentiality and discretion is an essential feature of this post.
- Present both oral and written evidence in court as required.
- Where required, to attend as a financial expert at premises when search warrants are executed to identify material of potential benefit to a financial investigation and give appropriate advice and assistance to other staff.
- Maintain a high level of professional knowledge in order to provide expert advice and guidance to participating Police Forces, CPS and Prosecuting Counsel.
- Assist officers by offering advice and in some cases prepare financial interview plans. Help officers with the interviewing of prisoners and witnesses in order to establish and develop financial information.
- Conduct financial interviews with suspects in civil procedure cases.

Work/Business contacts

Internal: All employees

External: National and International Police Forces and Intelligence agencies, CPS, Counsel, HM Treasury, NCA, and other agencies in relation to all aspects of investigations undertaken. Financial Institutions, the regulated sector and various professional bodies.

Expertise in Role Required (At selection - Level 1)**Essential or Desirable**

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| • Good standard of numeracy and literacy skills | Essential |
| • Good knowledge of and ability to operate computerised databases and spreadsheets | Essential |
| • Can demonstrate ability to compile complex financial reports | Essential |
| • Knowledge of relevant criminal law in respect of criminal and financial investigations | Essential |
| • Has successfully attended/ or has the ability to successfully pass the National Common Intelligence Application and the National Secure Network. | Essential |
| • Basic knowledge of accountancy procedures | Desirable |
| • Previous experience in conducting investigations in a financial environment | Desirable |

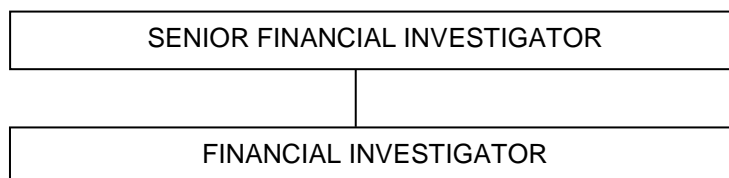
Other (Physical, mobility, local conditions)

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| • Full current UK/European driving licence | Essential |
| • Willingness to work unsocial hours on occasions and possibly at short notice as required | Essential |
| • Willing to successfully complete training courses in financial investigation through to full accreditation | Essential |
| • Prepared to travel throughout and possibly outside the UK as required | Essential |
| • Receive clearance from vetting procedures including enhanced personal and financial checks | Essential |

Expertise in Role - After initial development - Level 2

- Has attended and passed the National Crime Agency Financial Investigation Course and the Metropolitan Police's National Terrorist Financial Investigation Unit Counter Terrorism Financial Investigation Course to become accredited by the NCA and NTFIU. Maintenance of NCA and CTFI accreditation through both schemes Continual Professional Development.
- Has successfully completed financial investigations under the recognised mentoring scheme for financial investigators.
- Has successfully attended training to access West Yorkshire Police computer systems
- Has promoted the work of CTP NE to partner agencies and regional police forces
- Has a detailed knowledge of TACT, POCA and Data Protection legislation including ACPO guidance regarding the recording and dissemination of Intelligence and Evidential Disclosure

Structure



PART B – COMPETENCIES & VALUES

Competency and Values Framework –

http://www.college.police.uk/What-we-do/Development/competency-and-values-framework/Documents/Competency-and-Values-Framework-for-Policing_4.11.16.pdf

Level 1 –Practitioner

PART C - DEVELOPMENT OF ROLE

Expertise in Role (Advanced - Level 3)

- Has successfully completed Fusion Cell training and competent as FI TAC Advisor to support ongoing Terrorist incidents
- To have gained detailed knowledge and execution of UN Sanctions. Terrorist Asset Freezing Regime (TAFA) and EU Sanctions.
- Is used by colleagues as an expert source of information and advice on financial investigation in relation to CT / DE Financing
- Recognised as an expert in their field by both internal and external contacts
- Has successfully completed complex Financial Investigations with the minimum of supervision.
- Has successfully completed a confiscation investigation using the relevant assumption based legislation
- Has attended and briefed CPS and Counsel on confiscation proceedings
- Has attended and given evidence at Court in relation to such proceedings
- Gives sound tactical advice to SIO's

PART D - ACCESS & VETTING

Standard IT Access	Default
Police Building (Perimeter and Zone access)	Perimeter Access to buildings where based
Vetting Level	Recruitment Vetting, MV, SC + DV
Date accepted as a role profile	20/5/18