

Online
Platform

Organization Orientation Package

CRIMINAL RECORDS REVIEW PROGRAM

SECURITY PROGRAMS DIVISION
MINISTRY OF PUBLIC SAFETY AND SOLICITOR GENERAL



Introduction

This Orientation Package is distributed for the use of organizations covered under the Criminal Records Review Act and registered with the Criminal Records Review Program. It delineates the processes and procedures designed to guide organizations through the entirety of the criminal record check process.

Please read thoroughly.



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What is the Criminal Records Review Program?

The Criminal Records Review Program (CRRP) completes criminal record checks required by the Criminal Records Review Act (CRRRA). These checks protect children and vulnerable adults.

Positions Requiring a CRRRA check

For the CRRP to conduct criminal record checks for your employees or volunteers, applicants must:

- Work with children or vulnerable adults or
- Have potential unsupervised access to children and vulnerable adults in their day-to-day work.

Responsibilities of your Organization

The CRRRA defines a “child” as an individual under 19. The CRRRA defines “vulnerable adult” as an individual 19 and over receiving ongoing, non-emergency health services.

If your organization has positions that do not meet these criteria, those individuals can complete a criminal record check at their local police agency.

CRRRA Requirements for Contractors

The CRRRA broadly defines an employee to include an independent contractor. This inclusion means that any organization entering agreements with contractors or subcontractors, who have unsupervised access to children and/or vulnerable adults, must ensure compliance with the CRRRA.

Organizations must submit criminal record checks for all contractors and subcontractors providing services under circumstances where unsupervised access to children and/or vulnerable adults is possible. Managing the contractor and subcontractor criminal records checks is the direct responsibility of the organization registered with the CRRP.

Authorized Contacts

In the Criminal Records Review Program, authorized contacts serve as the organization’s points of contact and have access to the organization online platform. Primary Authorized Contacts are the main points of contact and are authorized to add or remove other contacts and update organization information. Secondary Authorized Contacts are additional contacts; they can send criminal record check invites; however, they do not have the authority to modify contacts or update organization information.



You can choose up to 7 Authorized Contacts (2 Primary Authorized Contacts and 4 Secondary Authorized Contacts) who are responsible for managing your criminal record check applications. **Please contact the CRRP if your organization requires more authorized contacts.**

Organizations can manage their authorized contacts directly in the online platform. Primary authorized contacts need to send an invitation link to other authorized contacts to activate their access to the platform.

Key Responsibilities

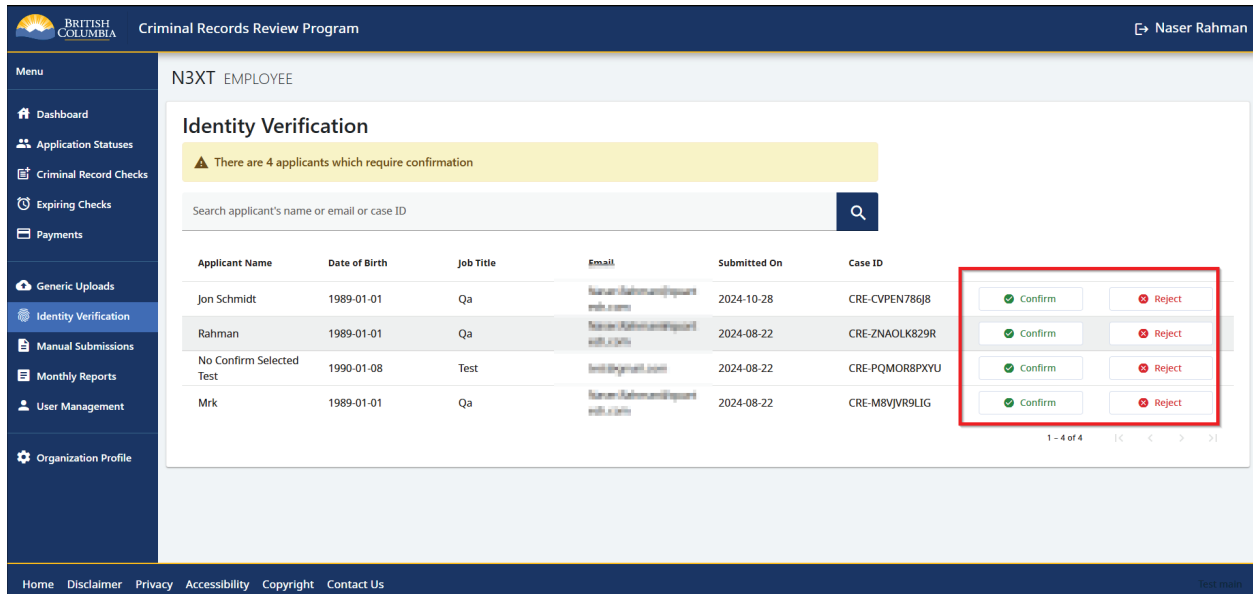
As an Authorized Contact, you play an important role in the ID verification process and the accuracy of criminal record check submissions. This section outlines your critical responsibilities, ensuring compliance with the [RCMP's Dissemination of Criminal Record Information Policy](#), and supporting the safety of children and vulnerable adults.

ID verification is only required by the organization if an applicant does not have their ID verified using their BC Services Card account. Here is what is expected:

ID Verification and Submission

- **Ensure Accurate ID Verification:** Accurately verify the applicant's identity using [primary and secondary IDs](#). You may complete this in-person or online (via MS Teams, Zoom, etc.).
- **Attestation on Submissions:** Confirm that the applicant's primary and secondary ID has been verified in their original form and are valid.

The applicant's name and date of birth must match their government-issued ID. It is the organization's responsibility to either confirm **or** reject the ID verification step. If the ID does not match the name and date of birth on the criminal record check application and you select "Reject," the applicant will be notified that their application has been rejected. Your organization will determine the next steps. Please note that payment may have already been processed for the rejected application, and refunds will be considered on a case-by-case basis. Contact the CRRP for further information.



Identity Verification

⚠ There are 4 applicants which require confirmation

Search applicant's name or email or case ID

Applicant Name	Date of Birth	Job Title	Email	Submitted On	Case ID	Confirm	Reject
Jon Schmidt	1989-01-01	Qa	Naser.Rahman@sqpart.mb.ca	2024-10-28	CRE-CVPEN786J8	Confirm	Reject
Rahman	1989-01-01	Qa	Naser.Rahman@sqpart.mb.ca	2024-08-22	CRE-ZNAOLK829R	Confirm	Reject
No Confirm Selected Test	1990-01-08	Test	test@gmail.com	2024-08-22	CRE-PQMOR8PXYU	Confirm	Reject
Mrk	1989-01-01	Qa	Naser.Rahman@sqpart.mb.ca	2024-08-22	CRE-M8VJVR9LIG	Confirm	Reject

1 - 4 of 4

Manual Entry and Attestation

If you are entering a criminal record check application manually through the online platform, you are also responsible for:

- **Accuracy of Information:** Certifying that all details provided in the application are correct to the best of your knowledge. Submitting inaccurate information or failing to provide complete details can greatly affect the reliability of the criminal record check result.

Utilizing the Online Platform

The online platform streamlines your tasks. Authorized contacts can:

- ✓ **Send secure criminal record check invitation links:** Easily send secure links to employees or volunteers for online criminal record check submissions.
- ✓ **Update Organization Information:** Keep your organization's information current (Primary Authorized Contacts only).
- ✓ **Process Payments:** Submit payment for criminal record checks (if applicable).
- ✓ **Check statuses:** Review real-time statuses for your outstanding criminal record checks.

Managing Authorized Contacts

Before the invitation to the online platform is initiated, the primary authorized contact must ensure that all additional contacts are set up with their own Business

BCEID log in credentials.

Please be advised that the link in the invitation email is valid for a one-time click. If it has been more than 7 days since the invitation was sent, it will need to be deleted from the system and re-sent.

If your organization has multiple accounts linked to their Business BCEID, authorized contacts will need to be set up for each account.

Setting Up Your Authorized Contacts

1. Locate your organization:

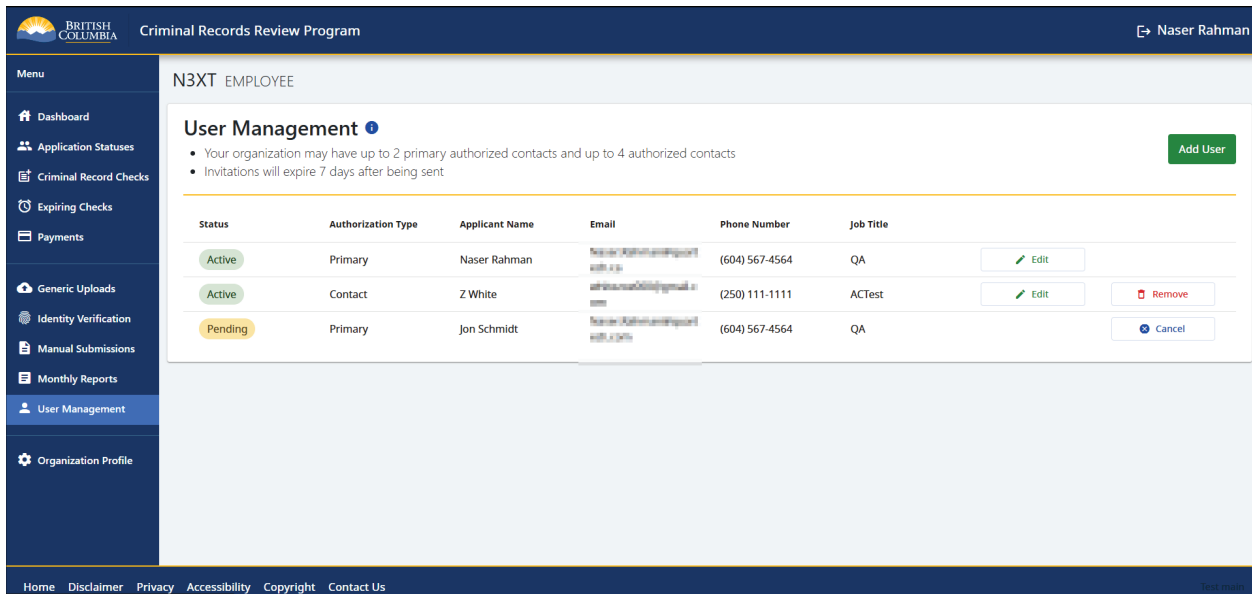
- Use the BceID business directory to search for your organization.

2. Initiate a new BceID user account:

- Contact the appropriate business manager listed in the directory to request the creation of a BceID user account for your authorized contact.

3. Manage users in the online platform

- Navigate to the User Management page to manage authorized contacts for your organization.
- To add an authorized contact, select the Add User button and enter the requested details in the pop-up window. The authorized contact will receive an invitation email to link to the organization online platform.



Criminal Records Review Program | N3XT EMPLOYEE | Naser Rahman

User Management

- Your organization may have up to 2 primary authorized contacts and up to 4 authorized contacts
- Invitations will expire 7 days after being sent

Status	Authorization Type	Applicant Name	Email	Phone Number	Job Title	
Active	Primary	Naser Rahman	naser.rahman@psg.bc.ca	(604) 567-4564	QA	Edit
Active	Contact	Z White	zwhite001@gmail.com	(250) 111-1111	ACTest	Edit Remove
Pending	Primary	Jon Schmidt	naser.rahman@psg.bc.ca	(604) 567-4564	QA	Cancel

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Additional Resources

For more assistance on setting up your BceID user accounts, refer to the BceID user guide, "Business BceID Profile and Account Management Guide," available [here](#).

Criminal Record Check Application Process

Your organization can choose to send the online criminal record check to applicants using different methods through the online platform. To ensure a smooth and efficient process for submitting criminal record checks, please follow the guidelines provided in this section.

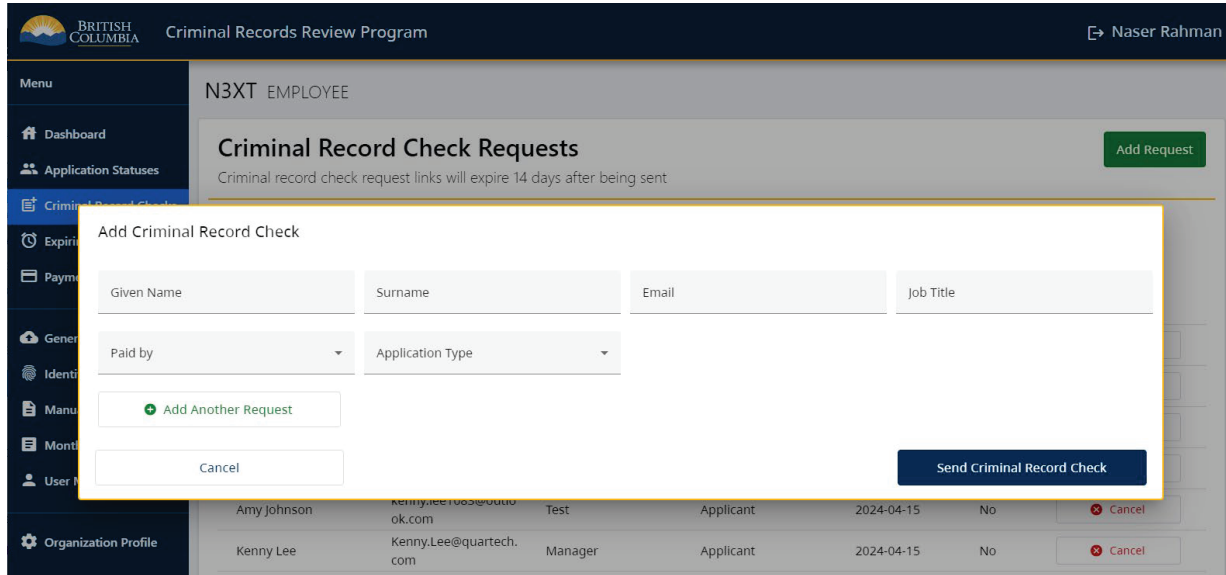
Send an Individual CRC Invitation Link

Navigate to the "Criminal Record Checks" tab in the online platform.

The screenshot shows the 'Criminal Records Review Program' interface. At the top, there is a header with the British Columbia logo, the program name, and the user's name 'Naser Rahman'. A left-hand menu contains various navigation options like 'Dashboard', 'Application Statuses', 'Criminal Record Checks', etc. The main content area is titled 'Criminal Record Check Requests' and includes a search bar and a table of requests. A green 'Add Request' button is located in the top right corner of the main area.

Applicant Name	Email	Job Title	To Be Paid By	Request Sent	Viewed	
Naser Rahman	Naser.Rahman@quartech.com	Qa	Organization	2024-04-29	Yes	<input type="button" value="Cancel"/>
Naser Rahman	Naser.Rahman@quartech.com	Qa	Applicant	2024-04-18	Yes	<input type="button" value="Cancel"/>
Naser Rahman	Naser.Rahman@quartech.com	Qa	Organization	2024-04-17	No	<input type="button" value="Cancel"/>
Naser Rahman	Naser.Rahman@quartech.com	Qa	Applicant	2024-04-15	Yes	<input type="button" value="Cancel"/>
Amy Johnson	kenny.lee1083@outlook.com	Test	Applicant	2024-04-15	No	<input type="button" value="Cancel"/>
Kenny Lee	Kenny.Lee@quartech.com	Manager	Applicant	2024-04-15	No	<input type="button" value="Cancel"/>

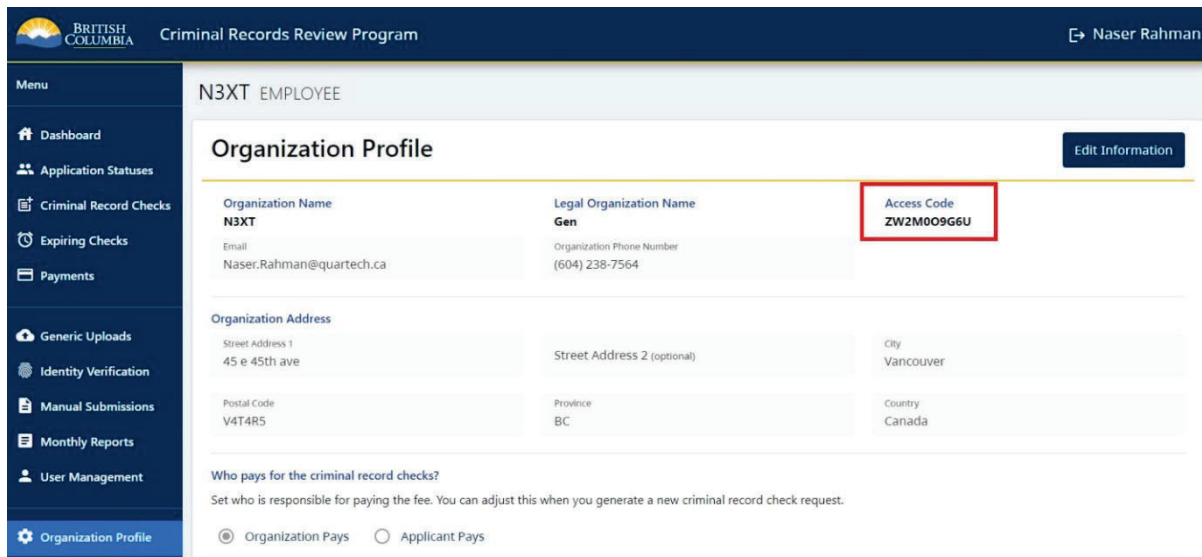
Process: Input the name, position title, and email address of the individual requiring the criminal record check. You will also need to indicate who is responsible for paying the application fee: the applicant or the organization. The payment field will default to the selection in your organization profile.



Outcome: Recipients receive an email with a secure link to access the online criminal record check application. Let applicants know to expect the email. The applicant can choose to have their ID verified via their BC Services Card account (recommended) or have their ID verified by you.

Provide Access Code and Secure Link

Your organization’s unique access code can be found in the “Organization Profile” tab in the online platform. Do not share this code publicly.



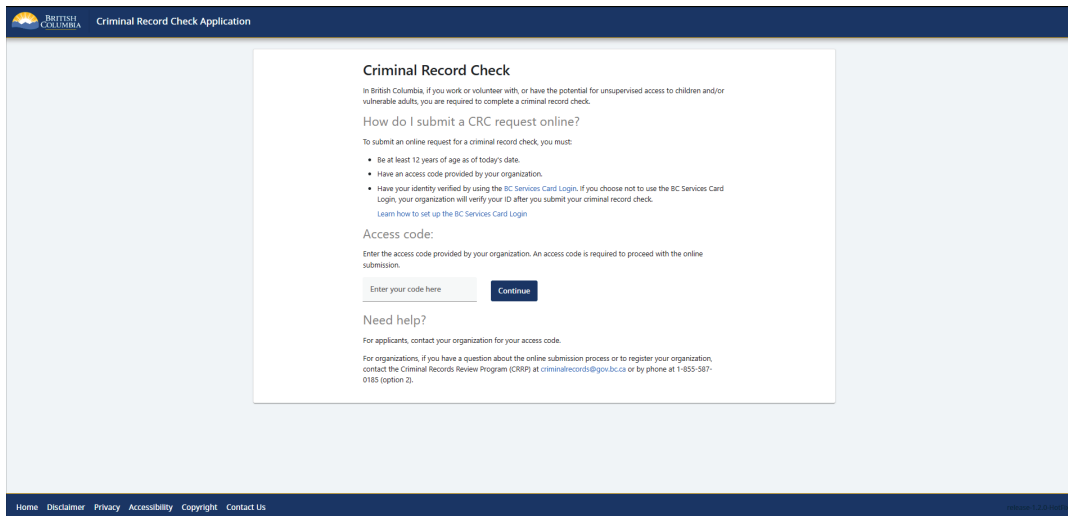
Process: Provide the applicant with the link to the online criminal record check application along with your organization’s secure access code.



Link: <https://justice.gov.bc.ca/criminalrecordcheck/>

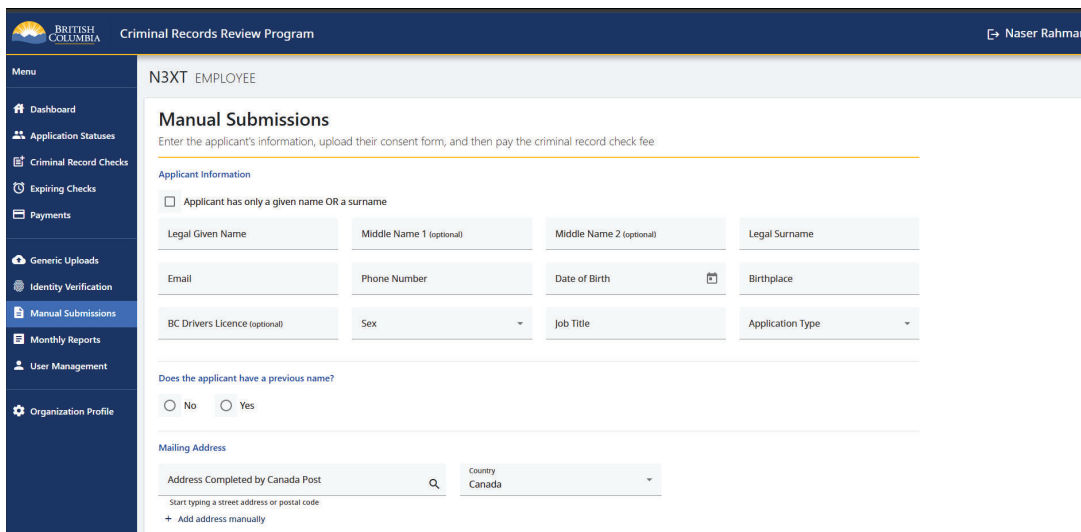
Outcome: Applicants follow the link and enter the organization access code to access the online application for a criminal record check. The applicant can choose to have their ID verified via their BC Services Card account (recommended) or have their ID verified by you.

Note: Please advise applicants to submit their application only once using this method, as multiple submissions may result in processing delays and duplicate payments. Refunds will not be issued in such cases.



Manual Submissions

In exceptional cases where an applicant cannot access a computer or mobile device and is unable to submit their application online, the authorized contact will need to input the applicant's information using the "Manual Submissions" tab in the online platform.




- **Situation:** For individuals who **do not** have access to a computer, mobile device, or tablet
- **Process:**
 - The authorized contact requests a manual consent form from the CRRP.
 - The CRRP will provide a one-time use consent form.
 - The authorized contact provides the form to the applicant.
 - Once signed, the authorized contact will enter the data on the applicant's behalf via the "Manual Submissions" tab.
 - The authorized contact will verify the applicant's ID to confirm their identity and ensure that the information provided on the consent form is accurate.
 - The authorized contact will upload the signed consent form and attest that they have verified the applicant's identity.
 - Retain the original consent form for 5 years.

Declaration

I certify that, to the best of my knowledge, the information I have provided and will provide as necessary is complete and accurate

I confirm that I have verified the identity of the applicant for this criminal record check (optional)

Upload the copy of signed consent form sent by the applicant



Drag and Drop your file here or click to browse

Accepted file formats: .docx, .doc, .bmp, .jpeg, .jpg, .tif, .tiff, .png, .gif, .pdf, .html, .htm

File size maximum: 25 Mb

Maximum number of files: 1

Shared Criminal Record Checks

A shared clearance (also known as a portable criminal record check) is the results of a criminal record check that an applicant completed within the past five years. A new criminal record check is not completed for the applicant. Organizations can decide whether to accept a shared clearance issued by the CRRP or they can request a new criminal record check from the applicant.

Eligibility: The previous clearance must be the same works with category (children, vulnerable adults, or both) as their new role and must have been completed within the last five years. The CRRP cannot share clearances completed through the police or RCMP.

NOTE: The applicant does not need to ask their previous employer/organization to share their clearance.



Process: If an eligible clearance exists in our system, and the applicant previously used their BC Services Card account to submit their criminal record check application, then the applicant will be provided with the option to request to share their previous clearance during the online criminal record check application process.

A manual sharing form is available when an applicant has an eligible clearance but did not previously use their BC Services Card account.

The organization can submit a manual sharing form to spdcrcsp@gov.bc.ca for processing.

What a Shared Clearance Shows:

- Applicant's name and year of birth
- Date of previous clearance and expiration date
- Works with category (children, vulnerable adults, both)

Shared clearances **do not** appear on the organization's dashboard.

Managing Contractor CRCs

The process for managing contractors and ensuring compliance with the CRRA involves utilizing the online platform provided by the CRRP. Here are the steps:

Setting the organization's global application type options: If your organization works with contractors or licensees, you must set that in the Organization Profile page. This will allow you to initiate criminal record checks for staff, contractors, and licensees.

Organization Profile [Edit Information]

Organization Name N3XT	Legal Organization Name Gen	Access Code ZW2M00966U
Email Naser.Rahman@quartech.ca	Organization Phone Number (604) 238-7564	
Organization Address Street Address 1 45 e 45th ave	Street Address 2 (optional)	City Vancouver
Postal Code V4T4R5	Province BC	Country Canada

Who pays for the criminal record checks?
Set who is responsible for paying the fee. You can adjust this when you generate a new criminal record check request.

Organization Pays Applicant Pays

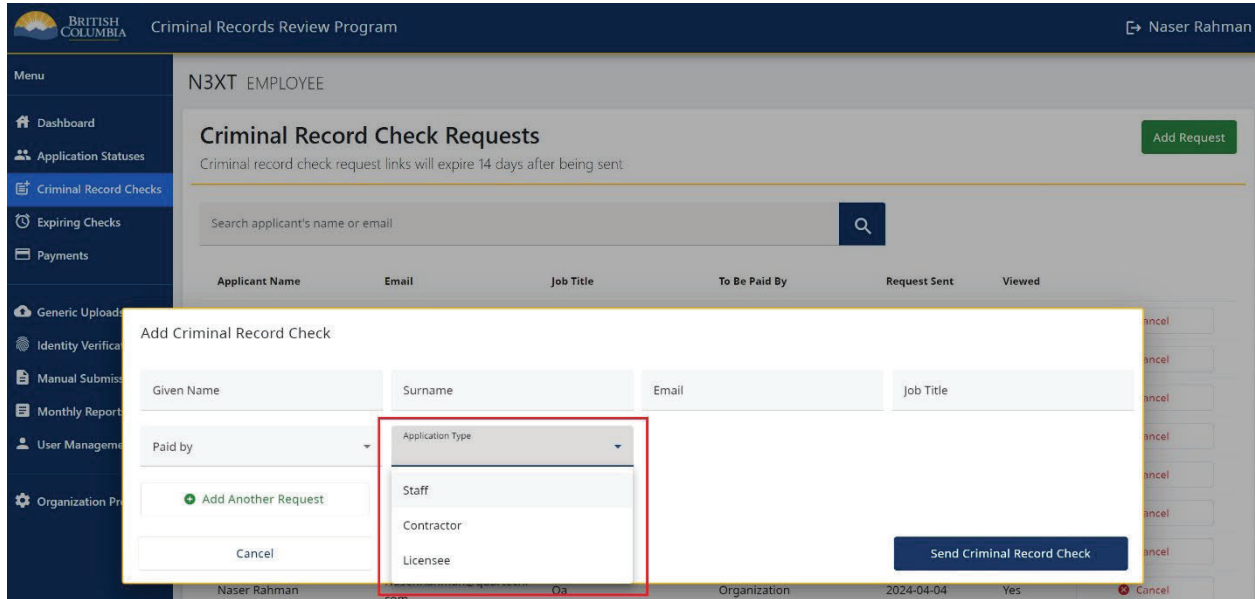
Do you work with contractors who need vulnerable sector checks?
 No Yes

Do you work with licensees who need vulnerable sector checks?
 No Yes

[Terms and Conditions](#)

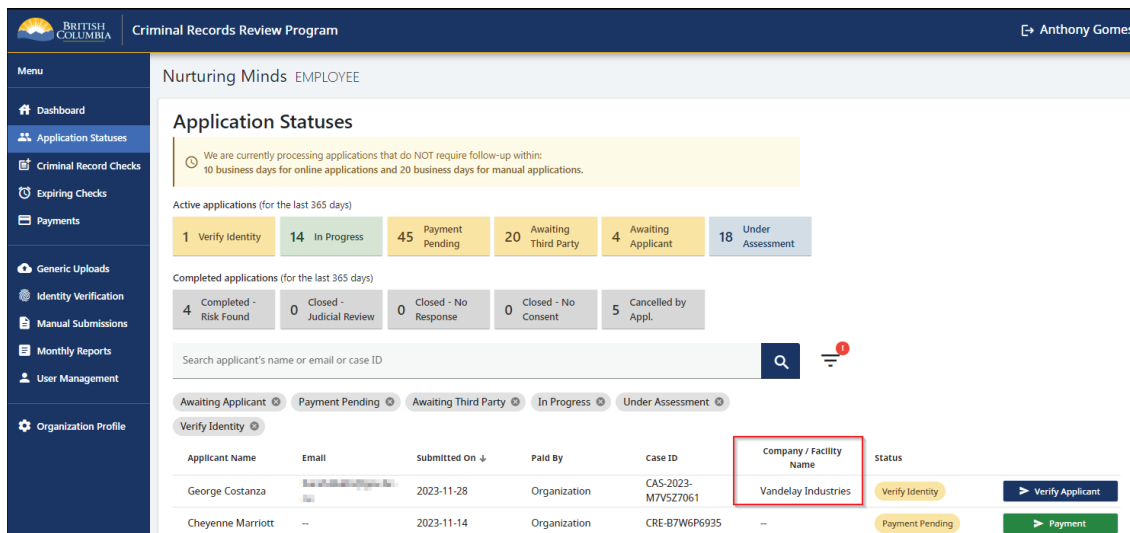
Sending a Criminal Record Check Invitation

- **Application Type Selection:** When initiating a criminal record check for a contractor, it's important to select "Contractor" as the application type. This ensures the process is tracked correctly within the system.



Completing the Criminal Record Check Application

- **Contracted Company Name:** The contractor will be prompted to enter their contracted company name during the criminal record check application process. This information is essential as it links the contractor to your organization and will appear on your organization's dashboard within the online service, enabling effective tracking and management.



Identify Verification Process

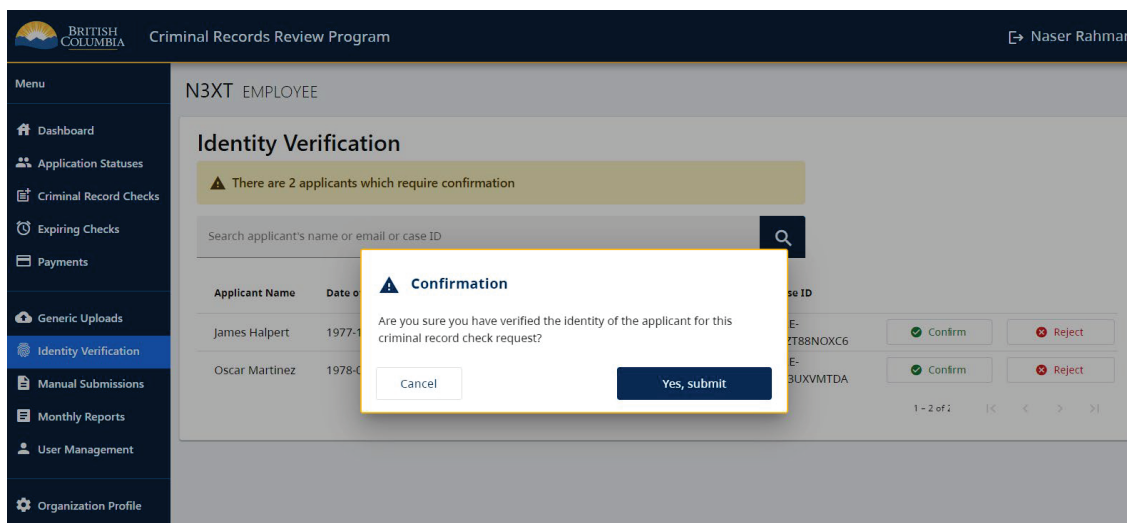
The CRRP accepts the BC Services Card Login as Electronic Identity Verification. The BC Services Card account is a secure and easy way to prove who you are when accessing government services online, such as the CRRP. Using the BC Services Card account ensures the following:

- **Ease of Access:** enables secure and straightforward access to government services by verifying identities online.
- **Security and Assurance:** provides a high level of identity assurance that proves who a person is online.
- **Convenience:** user-friendly and offers immediate access to various services requiring authorization, with a one-time verification process that can be completed via video or in person, by a Service BC agent.
- **Immediate Service Access:** Digital verification ensures that authorized individuals receive prompt access to services, making processing more efficient and secure.

If an applicant lives in another Canadian province or territory and does not have a physical BC Services Card, they can still set up the BC Services Card account and submit an online criminal record check.

[Learn how to set up the BC Services Card account.](#)

If an applicant lives outside of Canada, or chooses not to use the BC Services Card account, they can still submit a criminal record check online. The organization will be notified to verify the applicant's ID through the organization platform. Once the authorized contact has confirmed the ID, the criminal record check is automatically submitted for processing.



The screenshot displays the 'Criminal Records Review Program' interface. A 'Confirmation' dialog box is overlaid on the screen, asking: 'Are you sure you have verified the identity of the applicant for this criminal record check request?'. The dialog has 'Cancel' and 'Yes, submit' buttons. In the background, the 'Identity Verification' section shows a table of applicants with 'Confirm' and 'Reject' buttons for each row.

Applicant Name	Date of Birth	Case ID	Confirm	Reject
James Halpert	1977-1	E- T88NOXC6	Confirm	Reject
Oscar Martinez	1978-0	E- 3UXVMTDA	Confirm	Reject

Payment

Organizations can choose whether the applicant or organization pays the criminal record check fee. Payor default can be set in the organization's profile by the primary authorized contact using the online platform.

Who pays for the criminal record checks?

Set who is responsible for paying the fee. You can adjust this when you generate a new criminal record check request.

Organization Pays Applicant Pays

Alternatively, there is an option to change the payor for a specific CRC using a drop-down field in the individual CRC invitations sent to applicants.

Add Criminal Record Check

Given Name	Surname	Email	Job Title
Application Type	Paid by		
Add Another Request	Applicant		
Cancel	Organization		

[Send Criminal Record Check](#)

Payment can be made online through PayBC using VISA, Mastercard, American Express, or VISA Debit. Alternatively, organizations can mail a certified cheque or money order.

Payment information must be entered for each application as PayBC does not store credit card information.

Organizations set up as a volunteer organization do not have a payment requirement field. If your volunteers are requested to pay for their criminal records check, your account is set up as an employee account. Contact the CRRP.

If you submit checks for both volunteers and employees, you will need to register a separate account for your organization.

Cost Overview

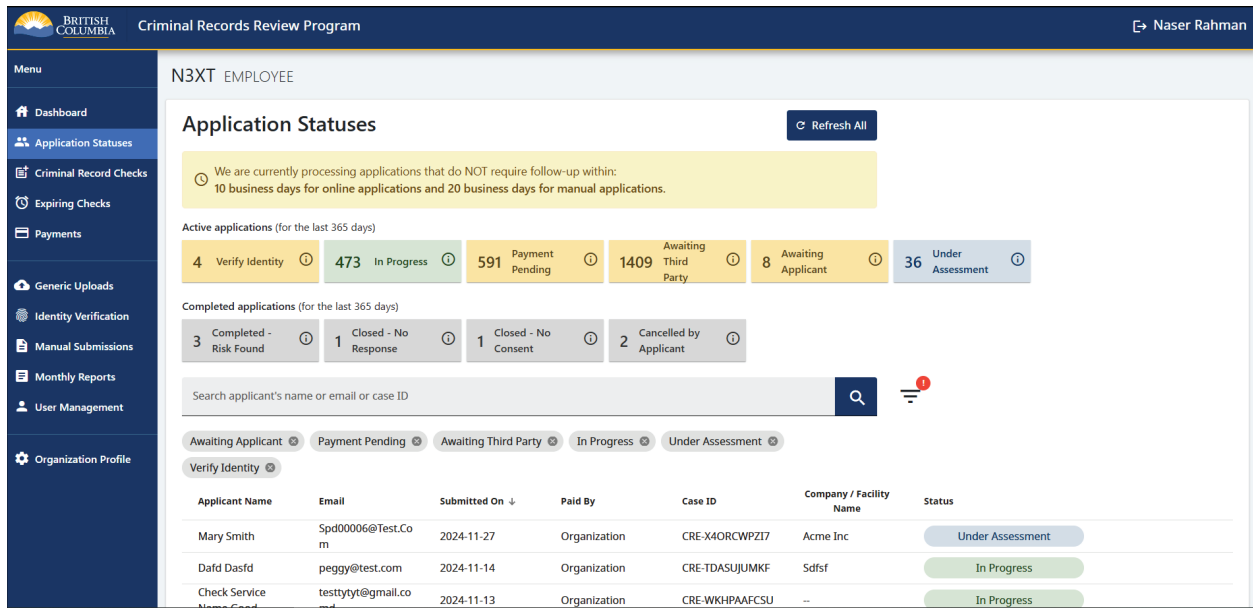
- **Employees, registrants of governing bodies, registered students:** \$28.00
- **Volunteers:** No cost
- **Sharing:** No cost

Payment Options:

- Organization-paid: Your organization can choose to cover the cost of the criminal record check. Payment is initiated through the organization online platform.
- Applicant-paid: The responsibility for the fee can be placed on the applicant. They will be directed to a secure payment site to pay the \$28.00 fee upon completion of their criminal record check application.

Application Statuses

Your organization’s dashboard features an **Application Statuses** section, allowing you to view the real-time status of criminal record checks. Please note that the CRRP cannot provide additional details beyond the status definitions listed below. These definitions are also accessible in the dashboard by hovering over the (i) icon for each status tile.



Application Statuses

We are currently processing applications that do NOT require follow-up within: 10 business days for online applications and 20 business days for manual applications.

Active applications (for the last 365 days)

4	Verify Identity	473	In Progress	591	Payment Pending	1409	Awaiting Third Party	8	Awaiting Applicant	36	Under Assessment
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Completed applications (for the last 365 days)

3	Completed - Risk Found	1	Closed - No Response	1	Closed - No Consent	2	Cancelled by Applicant
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Search applicant's name or email or case ID

Awaiting Applicant
 Payment Pending
 Awaiting Third Party
 In Progress
 Under Assessment
 Verify Identity

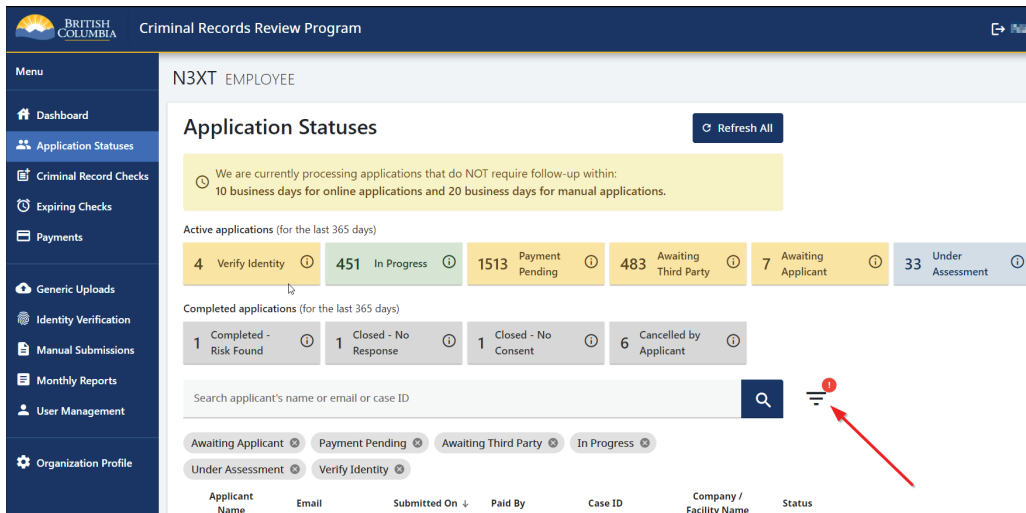
Applicant Name	Email	Submitted On	Paid By	Case ID	Company / Facility Name	Status
Mary Smith	Spd00006@Test.Co m	2024-11-27	Organization	CRE-X4ORCWPZ17	Acme Inc	Under Assessment
DaFd Dasfd	peggy@test.com	2024-11-14	Organization	CRE-TDASUJUMKF	Sdsf	In Progress
Check Service	testtyty@gmail.co	2024-11-13	Organization	CRE-WKHPAAFCSU	--	In Progress

Verify Identity	The applicant has submitted their CRC application, and the hiring manager must confirm that they have checked the applicant’s government issued photo ID
In Progress	The application is currently undergoing the screening process
Payment Pending	The organization or applicant must pay the application fee
Awaiting Third Party	Waiting for information from an external party
Awaiting Applicant	Waiting for the applicant to provide additional information
Under Assessment	The application is in risk assessment

Completed – Cleared	Criminal record check is completed, and a clearance has been issued
Completed – Risk Found	The application is not cleared due to risk found
Closed - No Response	No response from applicant.
Closed – No Consent	The applicant did not consent to the CRC
Cancelled by Applicant	The applicant cancelled their application
Incomplete	Incomplete application received
Cancelled by Organization	Organization cancelled the application

Filtering statuses

From the **Application Statuses** page, select the filter icon



Application Statuses

We are currently processing applications that do NOT require follow-up within:
10 business days for online applications and 20 business days for manual applications.

Active applications (for the last 365 days)

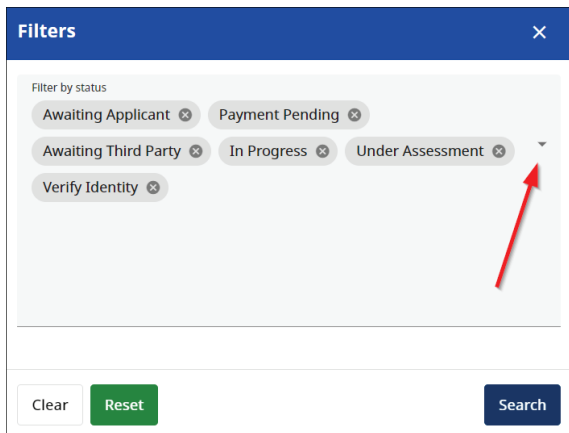
4	Verify Identity	451	In Progress	1513	Payment Pending	483	Awaiting Third Party	7	Awaiting Applicant	33	Under Assessment
---	-----------------	-----	-------------	------	-----------------	-----	----------------------	---	--------------------	----	------------------

Completed applications (for the last 365 days)

1	Completed - Risk Found	1	Closed - No Response	1	Closed - No Consent	6	Cancelled by Applicant
---	------------------------	---	----------------------	---	---------------------	---	------------------------

Search applicant's name or email or case ID

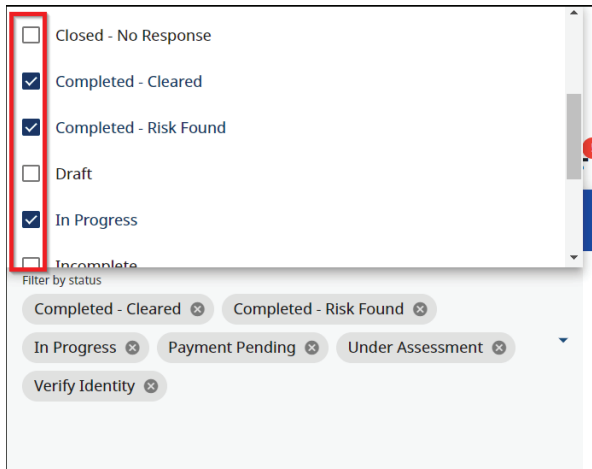
The **Filter Dialog** box will appear displaying the viewable application statuses. Select the tiny arrow.



Filters

Filter by status

Select the application statuses to filter what you want to view.



Closed - No Response
 Completed - Cleared
 Completed - Risk Found
 Draft
 In Progress
 Incomplete

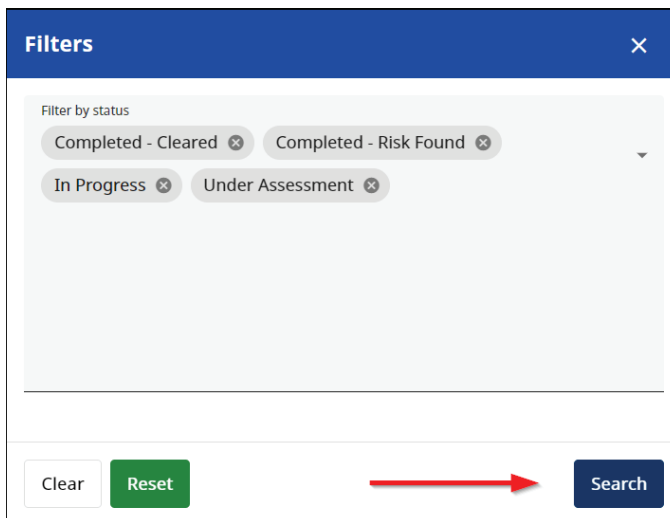
Filter by status

Completed - Cleared Completed - Risk Found

In Progress Payment Pending Under Assessment

Verify Identity

Select the search button in the **Filter Dialog** box.



Filters

Filter by status

Completed - Cleared Completed - Risk Found

In Progress Under Assessment

Clear

The selected filters will be viewable on the **Application Statuses** page.

Search applicant's name or email or case ID						
Applicant Name	Email	Submitted On ↓	Paid By	Case ID	Company / Facility Name	Status
Gina Johnson	Kenny.Lee@psa.bc.ca	2024-09-18	Organization	CRE-7OHZ7FY96I	--	In Progress
Jon Jones	Nancy.Holmes@psa.bc.ca	2024-08-27	Organization	CRE-HD04RX4TM	--	In Progress
Jones Jon	Nancy.Holmes@psa.bc.ca	2024-08-27	Organization	CRE-NNUBU3WGUI	--	In Progress
Harry Jones	Kenny.Lee@psa.bc.ca	2024-08-27	Organization	CRE-NRKE8ZSYP5	--	Under Assessment
Tina Brown	Kenny.Lee@psa.bc.ca	2024-08-23	Organization	CRE-SYTHETO1RH	--	Completed - Cleared
Gina Brown	Kenny.Lee@psa.bc.ca	2024-08-23	Organization	CRE-OBDOJ8BXJJ	--	Completed - Cleared
Jackson Brown	Kenny.Lee@psa.bc.ca	2024-08-23	Organization	CRE-TU6EKIARQI	--	Completed - Cleared
Nicole Kim	--	2024-08-22	Organization	CRE-KF4JIP36SU	--	In Progress
Cheyenne Marriott	--	2024-08-22	Organization	CRE-LBJT9I2LSQ	--	In Progress
Joseph Kim Tan	--	2024-08-22	Organization	CRE-EFJQLT6VF8	--	In Progress

What You Can Expect During the Process

Fingerprinting

Some individuals are required to submit fingerprints as part of their vulnerable sector check. It is important to note that this request for fingerprints is not an implication of any criminal involvement or guilt. Fingerprinting is a standard procedure when undergoing a criminal record check for positions involving work with vulnerable populations.

NOTE: We recommend promptly informing employees or volunteers of the potential need for fingerprinting during the criminal record check process, encouraging them to respond to any requests without delay.

Why fingerprints may be required:

The RCMP Dissemination of Criminal Record Information policy provides direction about when a vulnerable sector check requires fingerprints to identify a person. During the process of conducting a criminal record search, if an applicant shares a resemblance in their name, and/or sex, and/or date of birth to an individual with a history of sexual offenses, the submission of fingerprints becomes necessary. This step is taken to verify the applicant's identity and ensure they are not mistaken for someone else.



The Fingerprint Request Process

- **Notification:** If required, applicants will receive a fingerprint request letter from the CRRP, which includes detailed instructions on how to proceed.
- **Completion timeline:** Applicants have 90 calendar days from the date of the initial fingerprint request letter. A reminder letter is sent to the applicant after 60 days if the CRRP does not hear back from the applicant. If the CRRP does not receive any communication from the applicant or fingerprint results within this 90-day period, a notification will be sent to the organization, and the applicant's file will be closed.
- **Processing time:** On average, it takes two to eight weeks from the completion of fingerprinting for results to be received. Delays in postage and processing can affect this timeline.
- **Privacy measures:** To address privacy considerations, the organization is not informed when an applicant is asked to undergo fingerprinting.
- **Reusing previous fingerprint results:** Applicants who have previously submitted fingerprints for the CRRP might have the option to reuse their existing fingerprint results for their new criminal record check. We recommend that the applicant get in touch with the CRRP to verify this possibility.

Notice of Adjudication

The CRRP will send a letter informing the organization that a record has been identified and the case needs more time to complete the adjudication process. This letter does not include any information about the applicant's record.

The CRRP sends the applicant a letter asking for more information and details about the identified outstanding charge or conviction. Other information that could be reviewed during this process includes:

- Police documents
- Court documents
- Interviews with the victim or others

After adjudication, the CRRP sends the organization a Determination of No Risk or Determination of Risk letter. If the individual disagrees with the CRRP's decision, they can request a reconsideration.

Criminal Record Check Results

After an applicant gets a criminal record check, the CRRP sends your organization a letter that explains if they can work with children and/or vulnerable adults.



Notice of Clearance

A notice of clearance means the criminal record check didn't show any relevant or specified offences. The applicant may work or volunteer with children and/or vulnerable adults. Please note, the organization **cannot** share the clearance letter with the applicant under any circumstance.

Determination of No Risk

A determination of no risk means the criminal record showed a relevant or specified offence and the file was adjudicated, however no risk was found, and the person can work or volunteer with children and/or vulnerable adults.

Determination of Risk

A determination of risk means the criminal record showed a relevant or specified offence and the adjudication process concluded that the person **cannot** work or volunteer with children and/or vulnerable adults. The letter provides more information.

General Contact Information for Applicants and Organizations

Telephone Toll free: 1-855-587-0185 (option 2)

Website: <https://www2.gov.bc.ca/gov/content/safety/crime-prevention/criminal-record-check>

Email for inquiries: criminalrecords@gov.bc.ca

Mailing Address:

Criminal Records Review Program

PO Box 9217 Stn Prov Govt

Victoria, BC V8W 9J1