

**REFERENCE GUIDE – CPIC
REGISTRATION**

**WHEN FILING COURT OF QUEEN’S BENCH ORDERS GRANTED
WITH PROHIBITION/PREVENTION/PROTECTIVE RELIEF ¹
UNDER**

The Domestic Violence And Stalking Act or s. 10(1)(j) of The Family Maintenance Act

Based on the urgency of the protection requested, please provide the Court with the following documentation for registration of the order with the Canadian Police Information Centre (CPIC):

A. When Setting Aside or Varying a Provincial Court Protection Order (already on CPIC)

- Queen’s Bench Order for signing

(The “Personal Information” form was provided to CPIC at the Provincial Court level)

B. For first-time prohibition/prevention/protective relief

- Queen’s Bench Order for signing
- CPIC Registration Request form
- Personal Information form ²

C. When varying previously granted Queen’s Bench prohibition/prevention/protective relief

- Queen’s Bench (Variation) Order for signing
- Copy of any referenced Queen’s Bench Order containing prohibition/prevention/protective relief
- Personal Information form (to be provided only if this is a first time registration)

D. CPIC Registration Request for Queen’s Bench Orders containing prohibition/prevention relief granted prior to July 1, 2002, OR Queen’s Bench Orders containing prohibition/prevention/protective relief not registered with CPIC at the time of signing after July 1, 2002

- CPIC Registration Request form
 - Copy of the Queen’s Bench Order containing prohibition/prevention/protective relief to be registered and, if applicable, a copy of any variation to the relief since pronouncement
- PLUS**
- If the above is a variation order, one (1) copy of any referenced Queen’s Bench Order(s) containing prohibition/prevention/protective relief
 - Personal Information form

Important Note: Orders under old legislation must contain the “no contact or communication” relief before it can be registered on CPIC

E. Renewal of CPIC Registration of Queen’s Bench Orders containing prohibition/prevention/protective relief

- CPIC Registration Renewal form
- Letter marked “Confidential” (provided only if the information provided five years previous is no longer accurate)

Court Staff will forward the required documentation to the Police for CPIC registration within 24 hours of the complete filing and official signing in A, B & C or the complete filing in D & E.

¹ Using standard clauses for relief granted by the Court will ensure the enforceability of the order

² Only one “Personal Information” document is required on a Queen’s Bench Family Division file. Following the above procedure, it is provided at the first registration only. First registration can occur in Situation B, C or D.

Forms are available at: www.gov.mb.ca/laws/rules/forms