



**Windsor Police Services Board
Adequacy Regulations**

As of January 1, 2022

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WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Framework for Business Planning

NUMBER:	AR-AI001
DATE:	2013-11-28
REPEALS:	2001-04-26
REFERENCE:	O. Reg. 3/99, s. 30(1), s. 32(1), s. 32(2) Guideline AI-001

It is the policy of the Windsor Police Services Board with respect to business planning that:

Consultation

1. This Board, in partnership with the Chief of Police, will prepare a strategy for the development of the business plan, consistent with the requirements of the Adequacy Standards Regulation (including the protocol with municipal council), that will include consultation on:
 - a) an environmental scan of the community that highlights crime, calls for service and public disorder trends within the community;
 - b) the results achieved by the police service in relation to the business plan currently in effect;
 - c) a summary of the workload assessments and service delivery evaluations undertaken during the existing business plan cycle;
 - d) the board's proposals with respect to the police service's objectives, core business and functions, and performance objectives and indicators for the eight functions set out in the Adequacy Standards Regulation; and
 - e) the estimated cost of delivering adequate and effective police services to meet the needs identified in the draft business plan.

Performance Objectives

2. This Board, in partnership with the Chief of Police, will consider when developing the performance objectives, factors such as:
 - a) the police service's existing and/or previous performance, and estimated costs;
 - b) crime, calls for service and public disorder analysis and trends, and other social, demographic and economic factors that may impact on the community;

- c) the type of performance objectives, indicators and results being used/achieved in other similar/comparable jurisdictions;
 - d) the availability of measurements for assessing the success in achieving the performance objectives; and
 - e) community expectations, derived from the consultation process, community satisfaction surveys, and victimization surveys.
3. The business plan will include the estimated cost projections for implementing the business plan for each year that the plan covers.

Information Technology

4. This Board, in partnership with the Chief of Police, will include in the business plan an information technology plan that:
- a) is based on an evaluation of the police service's information technology needs, including its capacity to electronically share information with other agencies, organizations and community groups;
 - b) requires the periodic review of key business processes, practices and related technology to identify possible changes that may reduce the administrative workload of front-line officers; and
 - c) addresses information technology acquisition, updating, replacement and training.

Police Facilities

5. This Board, in partnership with the Chief of Police, will include in the business plan a police facilities plan that, at minimum, ensures that the police service maintains one or more police facilities that are accessible to the public during normal working hours, and that during all other hours public telecommunications access to a communications centre.
6. The Chief of Police should review and report back to the board, at least once every business cycle, on whether:
- a) all police facilities:
 - i) meet or exceed provincial building and fire codes;
 - ii) have sufficient space for the efficient organization of offices and equipment;
 - iii) be adequately heated, ventilated, illuminated and, where appropriate and practical, air conditioned, when in use;
 - iv) have lockers, separate change area, if members are required to change at the workplace, and washroom facilities, and where appropriate and practical, shower facilities; and
 - v) have appropriate security measures and communications;

b) members of the police service have available:

- i) appropriate and secure working, records and equipment storage space; and
- ii) separate or private areas for interviewing purposes; and

c) the police service's lock-up facilities meet the following requirements:

- i) the minimum cell size is 7' x 4'6" x 7' high;
- ii) fire extinguishers are secure and readily available in the lock-up area, but out of reach of the person in custody;
- iii) smoke and heat detectors are installed in the lock-up area;
- iv) toilet facilities are provided in each lock-up;
- v) no unsafe conditions exist, including means of attaching ligatures;
- vi) first aid equipment, including airway devices for mouth to mouth resuscitation, are readily available;
- vii) lock-ups are separate from public view;
- viii) confidential interviews with legal counsel can be accommodated;
- ix) a proper area for prisoner processing is provided;
- x) cell keys are in a secure location and master or duplicate keys are readily available;
- xi) the area where prisoners are processed and/or searched is well illuminated, secure and has no hazardous conditions present;
- xii) compliant with the police service's policy and procedures with respect to communicable diseases; and
- xiii) a means of constantly communicating with the main desk area and/or the communications centre is available.

7. Where it is determined that the police facilities do not meet the requirements in 6(a), (b) and (c), the Chief of Police should prepare a plan for the Board that sets out options and costs in order to meet the requirements.

Resource Planning

8. The Chief of Police will:

- a) implement a resource planning methodology that is either automated or manual, and which takes into account the business plan and existing demands for service; and

b) at least once every business cycle, undertake and report back on workload assessments and service delivery evaluations for the following areas:

i) crime prevention;

ii) law enforcement, including separate assessments and evaluations for the service's community patrol, communications and dispatch, crime analysis, criminal intelligence, criminal investigation and investigative supports functions;

iii) providing assistance to victims;

iv) public order maintenance; and

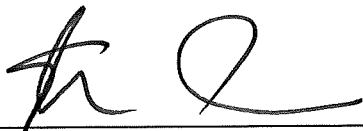
v) emergency response services for the six functions identified in sections 21(1) and 22 of the Adequacy Standards Regulation.

Communication

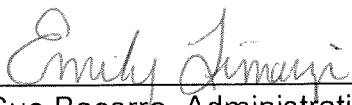
9. This Board, in partnership with the Chief of Police, will establish a process, with municipal council if required, for the communication of the business plan to:

a) members of the police service; and

b) members of the public.



Mayor Eddie Francis, Chair
Windsor Police Services Board



for
Sue Bacarro, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

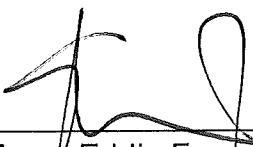
POLICY – ADEQUACY O.REG. 3/99

Skills Development and Learning

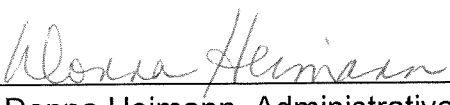
NUMBER:	AR-AI002
DATE:	2013-01-24
REPEALS:	New
REFERENCE:	O.Reg. 3/99 s. 33 Guideline AI-002

It is the policy of the Windsor Police Services Board with respect to skills development and learning that the Chief of Police will:

- a) prepare, once every three years, a skills development and learning plan that:
 - i) provides an overview of the police service's existing and anticipated future needs in relation to skills development and learning;
 - ii) identifies the police service's skills development and learning objectives;
 - iii) promotes cost-effective and innovative delivery of skills development and learning, including potential partnerships with other service providers;
 - iv) supports coaching or mentoring of new officers;
 - v) ensures the development and maintenance of the knowledge, skills and abilities of members of the police service consistent with the Adequacy Standards Regulation;
 - vi) emphasizes the importance of organizational learning; and
 - vii) addresses the responsibility of members for career development and skills development and learning.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

EQUAL OPPORTUNITY, DISCRIMINATION & WORKPLACE HARASSMENT

NUMBER:	AR-AI003
DATE:	2013-01-24
REPEALS:	2006-10-26
REFERENCE:	PSA s. 5, 6, 47(1), OHSA, s. 1 OHRC s. 7(3)(a), 24(2), 5(1&2) & 7(2) Guideline AI-003

The objective of equal opportunity in the workplace, and discrimination and harassment prevention, is to ensure that the best qualified and motivated persons are selected for employment, promotion, preferred assignments and career enhancement through lateral transfer.


This objective is to be achieved by ensuring that no discriminatory barriers exist in the workplace, that no discriminatory or harassing practices or behaviours exist in the workplace, and that the human rights of employees and potential employees are upheld and respected both in rule and in practice.

Furthermore, where discriminatory or harassing acts or behaviours do manifest, they must be effectively investigated and appropriately addressed.

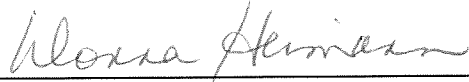
To this end it is the policy of the Windsor Police Services Board with respect to equal opportunity; discrimination and workplace harassment prevention, that the Chief of Police will:

- a) establish procedures on equal opportunity that are consistent with the principles of the *PSA* and the *Ontario Human Rights Code*, including recruitment, selection, career development and promotion;
- b) prepare procedures with respect to workplace harassment and develop and maintain a program to implement the policy, in accordance with the *OHSA*;
- c) establish procedures on responding to and preventing discrimination and harassment in the workplace, including stereotyping;
- d) ensure that no sexist, racist or other offensive or derogatory material is displayed in the workplace;
- e) establish procedures on employment accommodation in accordance with the *Ontario Human Rights Code* and section 47 of the *PSA*;

- f) implement an employee performance appraisal system that includes key commitments related to diversity and human rights; and
- g) ensure that all officers receive training on diversity and human rights.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Communicable Diseases

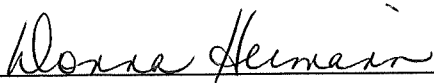
NUMBER:	AR-AI004
DATE:	2006-10-26
REPEALS:	New
REFERENCE:	<i>Occupational Health & Safety Act</i>

It is the policy of the Windsor Police Services Board with respect to communicable diseases that the Chief of Police will:

- a) develop and maintain procedures that are consistent with the most recent edition of the Ministry of Health and Long-Term Care's *Preventing and Assessing Occupational Exposures to Selected Communicable Diseases – An Information Manual for Designated Officers*;
- b) designate and train one or more members as a Communicable Disease Coordinator(s);
- c) ensure that each Communicable Disease Coordinator is provided with a copy of the most recent edition of the Ministry of Health and Long-Term Care's *Preventing and Assessing Occupational Exposures to Selected Communicable Diseases – An Information Manual for Designated Officers*; and
- d) work, where possible, with the local medical officer of health, to develop a post-exposure plan that addresses roles and responsibilities, reporting protocols, medical evaluation, intervention, confidentiality, access to treatments and follow-up support for workers who have suffered a high-risk occupational exposure to a communicable disease.



Chair,
Windsor Police Services Board.



Secretary,
Windsor Police Services Board.

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Use of Auxiliaries

NUMBER:	AR-AI005
DATE:	2012-06-21
REPEALS:	New
REFERENCE:	PSA s. 52 Guideline AI-005

It is the policy of the Windsor Police Services Board with respect to the use of auxiliaries that the Chief of Police will:

- a) develop and maintain procedures that address the use of auxiliaries by the police service in accordance with the *Police Services Act* and the Adequacy Standards Regulation; and
- b) ensure that records are maintained relating to the use of auxiliaries.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Karen A. Ceman, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD


POLICY - ADEQUACY O.REG.3/99

Use of Volunteers

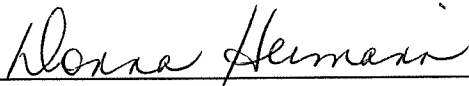
NUMBER:	AR-AI006
DATE:	2006-10-26
REPEALS:	New
REFERENCE:	s.28

It is the policy of the Windsor Police Services Board with respect to the use of volunteers that the Chief of Police will:

- a) develop and maintain procedures that address the use of volunteers by the police service in accordance with the Adequacy Standards Regulation, including recruitment, screening, training and supervision; and
- b) ensure that records are maintained relating to the use of volunteers.



Chair,
Windsor Police Services Board.



Secretary,
Windsor Police Services Board.

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Management of Police Records

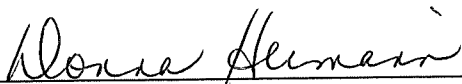
NUMBER:	AR-AI007
DATE:	2006-10-26
REPEALS:	New
REFERENCE:	s.31(1)(c), s.41(1)(a)

It is the policy of the Windsor Police Services Board with respect to the management of police records that the Chief of Police will:

- a) establish procedures on records management, including the collection, security, retention, use, disclosure and destruction of records in accordance with the requirements of appropriate legislation;
- b) comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*; and
- c) establish procedures on CPIC that are consistent with the *CPIC Reference Manual* and the Ministry's policy relating to CPIC Records.



Chair,
Windsor Police Services Board.



Secretary,
Windsor Police Services Board.

WINDSOR POLICE SERVICES BOARD

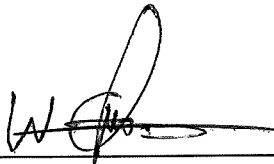
POLICY - ADEQUACY O.REG.3/99

Marked General Patrol and Other Police Vehicles

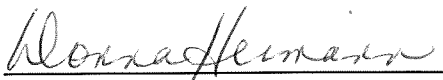
NUMBER:	AR-AI008
DATE:	2004-03-16 ²⁵
REPEALS:	New
REFERENCE:	Reg. 926, s.15

It is the policy of the Windsor Police Services Board with respect to marked general patrol vehicles, unmarked vehicles and special purpose vehicles, that the Chief of Police will:

1. establish procedures that set out the functions of each class of vehicle within the police fleet;
2. ensure that the police service's fleet of vehicles meet required specifications;
3. ensure regular maintenance, inspection, repair and replacement of the police service's fleet of vehicles; and
4. consult with designated employee representatives regarding the acquisition of general patrol vehicles, special purpose vehicles and related equipment.



Vice Chair,
Windsor Police Services Board.



Secretary,
Windsor Police Services Board.

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Safe Storage of Police Service Firearms

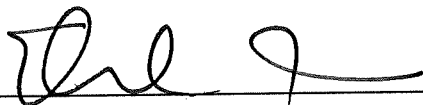
NUMBER: AR-AI009

DATE: 2006-10-26

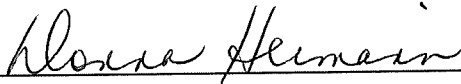
REPEALS: New

REFERENCE: s.117, s.3(1) of the
Firearms Act

It is the policy of the Windsor Police Services Board with respect to the safe storage of police service firearms that the Chief of Police will establish procedures that are consistent with the requirements of the *Firearms Act* and the *Public Agents Firearms Regulations*.



Chair,
Windsor Police Services Board.



Secretary,
Windsor Police Services Board.

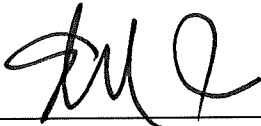
WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Police Uniforms

NUMBER:	AR-AI010
DATE:	2013-01-24
REPEALS:	New
REFERENCE:	O.Reg 3/99 s. 29 O.Reg 268/10 Guideline AI-010

It is the policy of the Windsor Police Services Board with respect to police uniforms that the Chief of Police will develop procedures on the provision and use of a standardized uniform by the police service's uniformed police officers.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Framework for Annual Reporting

NUMBER:	AR-AI011
DATE:	2013-11-28
REPEALS:	2001-04-26 (AR-AI020)
REFERENCE:	PSA Part V, s. 41(1)(d), s. 31(1)(i), s. 31(1)(j); O. Reg. 3/99 s. 30, s. 31, s. 32; Guideline AI-011

It is the policy of the Windsor Police Services Board with respect to annual reporting that:

- a) the Chief of Police will prepare an annual report for the Board on the activities of the police service during the previous fiscal year, which includes, at minimum, information on:
 - i) performance objectives and indicators as set out in the business plan, and results achieved;
 - ii) public complaints; and
 - iii) the actual cost of police services; and
- b) this Board will enter into a protocol with municipal council that addresses:
 - i) the responsibility for making the annual report public; and
 - ii) the dates by which the annual report will be made available to the municipal council.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Sue Bacarro, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 926

Use of Force

NUMBER:	AR-AI012
DATE:	2014-12-08
REPEALS:	2014-08-07 2012-06-21 2006-10-26
REFERENCE:	O. Reg. 926

It is the policy of the Windsor Police Services Board with respect to use of force that:

- a) this Board, upon receiving a report on the investigation into an injury or death caused by the discharge of a member's firearm, will:
 - i) review the report and make further inquiries as necessary; and
 - ii) file a copy with the Solicitor General, including any additional inquiries of the Board;


- b) this Board, upon being notified that the Chief of Police has discharged a firearm in the performance of his/her duty, will cause an investigation into the circumstances and file a report on the investigation with the Solicitor General;

- c) the Chief of Police will:
 - i) ensure that members do not use a weapon other than a firearm, with the exception of those used on another member in the course of a training exercise in accordance with procedures, unless:
 - that type of weapon has been approved for use by the Solicitor General;
 - the weapon conforms to technical standards established by the Solicitor General; and
 - the weapon is used in accordance with standards established by the Solicitor General;

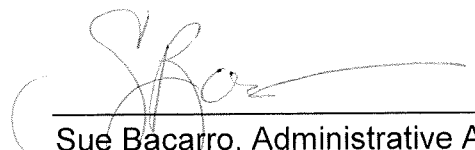
 - ii) ensure that, at minimum, police officers are:
 - issued a handgun that meets the technical specifications set out in the *Equipment and Use of Force Regulation*;
 - issued oleoresin capsicum aerosol spray;
 - issued a baton; and

- trained in officer safety, communication, handcuffing and physical control techniques;
- iii) be authorized to issue a conducted energy weapon to police officers who are:
- front line supervisors;
 - members of tactical/hostage rescue teams;
 - Patrol Response officers assigned to Patrol Services, Community Services, High School Liaison, Court Services and Traffic Enforcement; and
 - Supervisors and officers assigned to the Drugs and Guns Enforcement Unit, Morality Unit and Target Base Unit.
- iv) ensure that members do not:
- use force on another person unless they have successfully completed a training course on the use of force;
 - carry a firearm unless they have successfully completed a training course on the use of firearms, and are competent in the use of the firearm;
- v) ensure that, subject to section 14.3 (2) of the *Equipment and Use of Force Regulation*, at least once every 12 months, members:
- who may be required to use force on other persons receive a training course on the use of force; and
 - authorized to carry a firearm, receive a training course on the use of firearms;
- vi) permit the use of reasonable weapons of opportunity by police officers, when none of the approved options is available or appropriate to defend themselves or members of the public;
- vii) establish procedures consistent with the requirements of the *Equipment and Use of Force Regulation*;
- viii) immediately cause an investigation to be made where a member unintentionally or intentionally discharges his or her firearm, except on a target range or in the course of weapon maintenance;
- ix) immediately cause an investigation and file a report to this Board where a member, by the discharge of a firearm in the performance of his or her duty, kills or injures another person;
- x) where the Chief discharges a firearm in the performance of the Chief's duties, promptly report the matter to this Board;

- xi) ensure that a written record is maintained of the training courses taken by the members of the police service on the use of force and the use of firearms;
- xii) ensure the reporting of the use of force by members in accordance with the *Equipment and Use of Force Regulation*;
- xiii) ensure the ongoing review and evaluation of local use of force procedures, training and reporting; and
- xiv) provide a copy of the police service's annual use of force study to this Board for review, and ensure the availability of the study to the community.



Mayor Drew Dilkens, Chair
Windsor Police Services Board



Sue Bacarro, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG.3/99

Speed Measuring Devices

NUMBER:	AR-AI013
DATE:	2013-01-24
REPEALS:	2006-10-26
REFERENCE:	O.Reg. 3/99 s.8, 29 OHSA Guideline AI-013

PREAMBLE:

Traffic enforcement and the safety of road users are important elements of public safety and are statutorily required. In this regard, positive outcomes depend on the proper and safe operation of speed measuring devices, and the provision of standardized training in the safe, effective and consistent use of speed measuring devices:

It is the policy of the Windsor Police Services Board with respect to Speed Measuring Devices that:

1. The Chief of Police will:
 - a) ensure the provision of speed measuring devices that:
 - i) comply with the current NHTSA performance standards adopted by the International Association of Chiefs of Police (IACP) and entitled, "*Speed Measuring Device Performance Specifications: Down-The-Road Radar Module*"¹ (DOT HS 809-812, June 2004, Technical Manual or its successor versions); and, "*Speed Measuring Device Performance Specifications: Lidar Module*"² (DOT HS 809 811, June 2004, Technical Manual or its successor versions);
 - b) do not exceed the current 50W/m² occupational exposure limits (formerly expressed as 5mW/cm²) in compliance with the Occupational Exposure Limits established by Health Canada's *Safety Code 6, 2009* and adopted by Ontario Ministry of Labour's Health and Safety Guidance Note "*Radiofrequency and Microwave Radiation in the Workplace*"³ and their successors; and

¹ Radar is the short form for "radio detection and ranging".

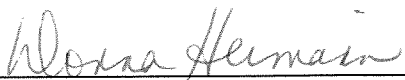
² Lidar is the short form for "light detection and ranging".

³ The current limit is expressed as 50 W/m²; whereas, the former limit had been expressed as a 5 mW/cm². Nonetheless, since a power density of 10 W/m² is equivalent to 1 mW/cm²; the value of the current exposure limit of 50 W/m² (Safety Code 6 1999 and 2009) and former 5mW/cm² exposure limit (Safety Code 6 1991) remain identical. In other words, the value has not changed only its expression has changed.

- i) are tested and certified initially by the manufacturer to be in accordance with the above NHTSA performance standards and similarly tested and certified following any major repair.
- c) ensure that each operator uses and maintains and cares for the speed measuring devices provided to them in accordance with the manufacturer's manual for the specific device; and
- d) ensure that operators:
 - i) use speed measuring devices only after successfully completing the accredited/prescribed training by a qualified Instructor;
 - ii) do not permit devices to transmit when not in use; and
 - iii) always direct speed measuring devices away from their body, specifically the head and groin areas;
- e) ensure that, at least every thirty-six months, every operator who may be required to use speed measuring devices successfully completes an accredited or prescribed training course by a qualified Instructor that reviews the topics covered in the initial accredited/prescribed training course, including updates on changes in case law, new technological developments and/or operating procedures; and
- f) ensure that operators receive information on the current NHTSA performance standards adopted by IACP and entitled, "*Speed Measuring Device Performance Specifications: Down-The-Road Radar Module*" (DOT HS 809-812, June 2004, Technical Manual); and, "*Speed Measuring Device Performance Specifications: Lidar Module*" (DOT HS 809 811, June 2004, Technical Manual); on Health Canada's *Safety Code 6, 2009*; on the *Occupational Health and Safety Act (OHSA)* including the Ontario Ministry of Labour's Health and Safety Guideline entitled, "*Radiofrequency and Microwave Radiation in the Workplace*"; and on the Ontario Police Health and Safety Committee (OPHSC) Guidance Note #8 entitled, "*High Visibility Garments*" (or, successor versions of any of these).



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

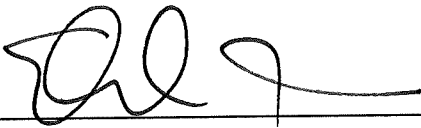
Secure Holster

NUMBER:	AR-AI014
DATE:	2006-10-26
REPEALS:	New
REFERENCE:	s.3, s.135

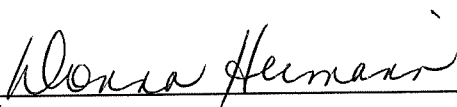
It is the policy of the Windsor Police Services Board with respect to secure holsters that:

1. The Chief of Police will:

- a) ensure the provision of secure holster equipment that is constructed to provide the level of protection that is necessary for the performance of duty including:
 - i) inhibiting the handgun from being drawn inadvertently;
 - ii) inhibiting the handgun from being withdrawn by an unauthorized person; and
 - iii) permitting the rapid unimpeded drawing of the handgun should it be required; and
- b) consult with designated employee representatives regarding the acquisition of secure holsters.



Chair,
Windsor Police Services Board.



Secretary,
Windsor Police Services Board.

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG.3/99

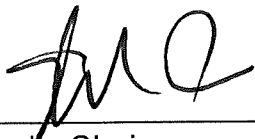
Equipment - Body Armour

NUMBER:	AR-AI015
DATE:	2013-01-24
REPEALS:	NEW
REFERENCE:	O.Reg 3/99 s. 29 O.Reg. 268/10 s.7 O.Reg. 926 OHSA s.27-28

It is the policy of the Windsor Police Services Board with respect to Equipment – Body Armour that:

1. The Chief of Police will:
 - a) ensure the provision of body armour equipment that is:
 - i) constructed to provide the level of protection necessary for the performance of duty that addresses:
 - the type of weapons members are likely exposed to;
 - protection for members from their own handguns and ammunition that are in accordance with prescribed specifications;
 - b) ensure the provision of body armour that is purchased from manufacturers that:
 - i) practice effective quality control for testing and labeling in accordance with current National Institute of Justice (NIJ) Standards/Requirements on Ballistic Resistance of Body Armor;
 - ii) are certified under current International Organization for Standardization-ISO 9001:2008 standards for production and manufacturing; and
 - iii) ensure that the body armour provided is listed on the NIJ Compliant Products List, including replacement panels and carriers, in accordance with current NIJ Standards/Requirements;
 - c) ensure that each member uses, maintains and cares for the body armour provided in accordance with the manufacturer's instructions;

- d) ensure that a formal and documented inspection program is in place that addresses wear and tear;
- e) ensure that members receive the appropriate training on the legislative requirements of OHSA and information on use and care, as well as the benefits and limitations of body armour; and
- f) consult with designated employee representatives regarding the acquisition of body armour.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Workplace Violence Prevention

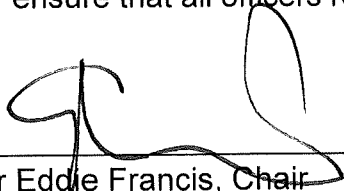
NUMBER:	AR-AI016
DATE:	2013-01-24
REPEALS:	New
REFERENCE:	OHSA Guideline AI-016

The objective of workplace violence prevention is to ensure that employees have and feel they have a safe working environment, both physically and psychologically.

Where workplace violence occurs, or the threat of violence exists, it must be effectively investigated and appropriately addressed.

To this end, it is the policy of the Windsor Police Services Board with respect to workplace violence prevention, that the Chief of Police will:

- a) prepare procedures with respect to workplace violence, and develop and maintain a program to implement the policy, in accordance with the *OHSA*;
- b) establish procedures on responding to and preventing violence in the workplace;
- c) ensure that all officers receive training on workplace violence prevention.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY R.R.O. 1990, Reg. 926

Acoustic Hailing Devices

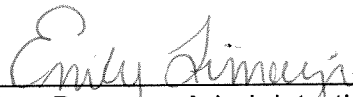
NUMBER:	AR-AI017
DATE:	2013-11-28
REPEALS:	New
REFERENCE:	R.R.O. 1990, Reg. 926, s. 16(1)(c); OHSAA s. 25(2)(a); Guideline AI-017

It is the policy of the Windsor Police Services Board with respect to long-range acoustic hailing devices that:

- a) Acoustic hailing devices will only be used in accordance with procedures that set out the supervisory, operating, reporting and training requirements for their deployment; and
- b) Police service procedures regarding the use of acoustic hailing devices are based on recommendations about the devices per section 16(1)(c) of the Equipment and Use of Force Regulation.



Mayor Eddie Francis, Chair
Windsor Police Services Board

for 

Sue Bacarro, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

**CONFLICT OF INTEREST;
CHAIN OF COMMAND AND THE
EXECUTIVE COMMAND
REPORTING STRUCTURE**

NUMBER: AR-AI021

DATE: 2021-04-23

REPEALS: New

REFERENCE:

PART I - BACKGROUND

The Windsor Police Service follows a structured Chain of Command, which defines authority and responsibility in a paramilitary type hierarchy. The adoption of a military ranking structure is to ensure proper accountability and protect the private interests of a person or people in a position of trust, power and/or authority.

PART II- PURPOSE OF POLICY

1. To direct the Chief of Police to establish appropriate directives for the Windsor Police Service regarding calls for service and/or allegations of a criminal nature related to Windsor Police Services members holding Executive Command Positions or their Immediate Family.
2. To establish a protocol for the Windsor Police Services Board in regard to calls for service and/or allegations of a criminal nature related to those Windsor Police Services members holding Executive Command Positions or their Immediate Family.

PART III - DEFINITIONS

Executive Command Positions For the purposes of this policy, shall include the Chief of Police, Deputy Chief of Police and/or those performing the duties of the Chief of Police and/or a Deputy Chief of Police in an Acting capacity.

Immediate Family For the purposes of this policy, means a defined group of family relations of an individual holding an Executive Command Position, including but not limited to a spouse, common-law spouse, partner, parent(s) (including step or foster parents and parents-in-law), sibling (including step or foster siblings, sibling by adoption or siblings-in-law, children (including step or foster children, adopted child, or children under legal guardianship), grandparent, or a person

the Executive Command individual considers to be immediate family.

PART IV - POLICY

1. Establishment of Directive(s)

The Chief of Police shall establish appropriate directives for the Windsor Police Service regarding responding to calls for service and/or investigating allegations of a criminal nature related to Windsor Police Services members holding Executive Command Positions and their Immediate Family. In particular, the directive will:

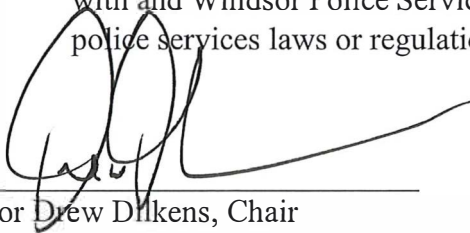
- a) establish procedures to direct the Windsor Police Service in the event of calls for service and/or allegations of a criminal nature related to those holding Executive Command Positions or their Immediate Family, including contact protocols. Specifically, these procedures should address:
 - I. Internal Service notifications to the Chief and/or Deputy Chiefs
 - II. The role of the Chief in an investigation of an allegation of a criminal nature involving the Deputy Chief, including the immediate need to enforce any legislation or statutory requirements and the assignment of the investigation to an external agency absent exceptional circumstances.
 - III. The role of the Deputy Chief in an investigation of an allegation of a criminal nature involving the Chief, including the immediate need to enforce any legislation or statutory requirements and the assignment of the investigation, beyond the initial response, to an external agency absent exceptional circumstances.
 - IV. Notifications by the Chief and/or Deputy Chiefs to the Windsor Police Services Board as soon as practicable.
- b) set out the circumstances where the initial response to a call for service and/or the investigation of allegations of a criminal nature related to those holding Executive Command Positions or their Immediate Family will be referred to an external agency, having regard to the urgency of the situation, the nature of the call for service and the type of criminality suspected.

2. Windsor Police Services Board Protocol

- a) Upon being notified by the Chief of Police or Deputy Chiefs of Police of a call for service and/or allegations of a criminal nature regarding the Chief of Police, Deputy Chief of Police or an Immediate Family member that requires investigation by an external agency, the Chair of the Windsor Police Services Board shall request assistance from another municipal police service, the Ontario Provincial Police or request the Ontario Civilian Police Commission assign the Chief of Police of another

police force to cause the complaint to be investigated promptly. The Chair shall not request assistance from the Chief of Police in establishing communication with an external agency in cases involving the Chief of Police.

- b) The Windsor Police Service Board may request that an external agency, such as another police service, the Ontario Provincial Police or the Ontario Civilian Police Commission, conduct a review of the Windsor Police Service's response to any call for service and/or allegations of a criminal nature related to those holding Executive Command Positions or their Immediate Family to ensure that the response and investigation were appropriate.
- c) The Chair of the Windsor Police Services Board will be responsible for issuing any public communications about a call for service and/or allegations of a criminal nature related to those holding Executive Command positions and, in so doing, will comply with and Windsor Police Service directives and all applicable privacy, criminal, or police services laws or regulations.



Mayor Drew Dilkins, Chair
Windsor Police Services Board



Sarah Sabihuddin, Administrative Director
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Problem-Oriented Policing

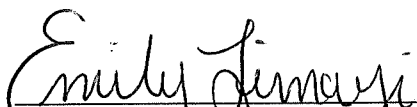
NUMBER:	AR-CP001
DATE:	2014-08-07
REPEALS:	2000-02-24
REFERENCE:	s.29, s.3

It is the policy of the Windsor Police Services Board with respect to problem-oriented policing that the Chief of Police will:

- a) require appropriate supervisors and front-line members to work, where possible, with municipalities, school boards, businesses, community organizations and members of the public to address crime, public disorder and road safety problems;
- b) require appropriate supervisors and front-line members to promote and implement problem-oriented policing initiatives to respond to identified crime, community safety, public disorder and road safety problems, including repeat calls for service and repeat victimization;
- c) ensure that supervisors and front-line members are provided with information and resource material on problem-oriented policing;
- d) promote the use of directed patrol, targeted enforcement and other initiatives to respond to high crime or high occurrence places/areas and serial occurrences;
- e) develop procedures to support the promotion and implementation of problem-oriented policing; and
- f) provide information in the annual report on the steps taken by the police service to promote, implement and evaluate problem-oriented policing initiatives.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Crime Prevention

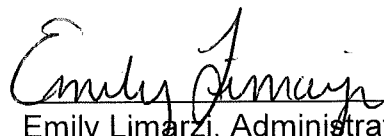
NUMBER:	AR-CP002
DATE:	2014 -08-07
REPEALS:	2000-02-24
REFERENCE:	s.29, s.1(1),s.3

It is the policy of the Windsor Police Services Board with respect to providing community-based crime prevention initiatives that:

- a) the Chief of Police will:
 - i) identify the need, and recommend service delivery options, in accordance with the Adequacy Standards Regulation, for community-based crime prevention initiatives based on crime, call and public disorder analysis, criminal intelligence, road safety and community needs;
 - ii) ensure that the police service works, where possible, with the City of Windsor, school boards, community organizations, neighbourhoods, businesses and neighbouring municipalities or jurisdictions to develop and implement community-based crime prevention initiatives;
 - iii) designate a member to have overall responsibility for the police service's involvement in community-based crime prevention initiatives
 - iv) establish procedures on crime prevention initiatives; and
- b) this policy does not apply to local crime prevention activities being undertaken by front-line officers and supervisors in accordance with the police service's procedures on problem-oriented policing.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Terrorism Mitigation

NUMBER: AR-CT-001

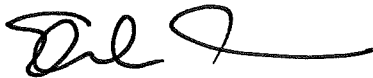
DATE: 2006-06-22

REPEALS: AR-CT-001
2006-01-26


REFERENCE: s.28, s.29

It is the policy of the Windsor Police Services Board with respect to terrorism mitigation that the Chief of Police will:

- a) develop and maintain procedures that are consistent with the most recent version of the Ministry of Community Safety and Correctional Services' *Provincial Counter-Terrorism Plan*;
- b) establish priorities and procedures for terrorism mitigation that address the collection, collation, analysis, evaluation and dissemination of intelligence or any other threat information;
- c) ensure the ongoing identification, evaluation and assessment of potential targets with the goal of reducing the risk of a terrorist incident or minimizing its impact;
- d) establish policies and procedures with respect to the conduct of multi-jurisdictional investigations, intelligence programs and equipment;
- e) work in partnership with other first responders to develop and implement community awareness strategies using strategic public education and communication tools.



Chair,
Windsor Police Services Board.



Secretary,
Windsor Police Services Board.

Not for public dissemination.

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Terrorism Preparedness and Planning

NUMBER: AR-CT-002

DATE: 2006-06-22

REPEALS: AR-CT-002
2006-01-26

REFERENCE: s.28, s.29

It is the policy of the Windsor Police Services Board with respect to terrorism preparedness/planning that the Chief of Police will:

- a) develop and maintain procedures that are consistent with the most recent version of the Ministry of Community Safety and Correctional Services' *Provincial Counter-Terrorism Plan*;
- b) establish priorities and procedures for terrorism preparedness/planning that address:
 - i) establishing a protocol for notification in relation to actual or potential acts of terrorism, or credible threats thereof that is disseminated to all levels of the organization;
 - ii) communicating, networking and sharing of information;
 - iii) identifying potential targets in the community;
 - iv) developing an Incident Management/Response Plan to address local, multi-jurisdictional and contiguous provinces/States protocol for response;
 - v) the provision of training;
 - vi) managing voice and data communications;
 - vii) identifying the role of the media;
 - viii) identifying and accessing the necessary equipment;
 - ix) crime victim and witness assistance;
- c) ensure that the counter-terrorism directive is clearly linked to the City of Windsor Emergency Response Plan.

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Terrorism Response and Notifications

NUMBER: AR-CT-003

DATE: 2006-06-22

REPEALS: AR-CT-003
2006-01-26

REFERENCE: s.28, s.29

It is the policy of the Windsor Police Services Board with respect to terrorism response and notifications that the Chief of Police will:

- a) implement the procedures established in the counter-terrorism directive of the police service;
- b) assign key responsibilities to appropriate members as early as possible;
- c) ensure that, in the implementation of the plan, there is cooperation and communication with other first responders;
- d) ensure that the implementation of the response procedures addresses:
 - i) implementing the notification protocol;
 - ii) communicating, networking and sharing of information;
 - iii) protecting potential targets in the community;
 - iv) implementing the Incident Management/Response Plan;
 - v) managing voice and data communications;
 - vi) the role of the media;
 - vii) the availability of necessary equipment; and
 - viii) assistance to crime victims and witnesses.

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Terrorism Recovery

NUMBER: AR-CT-004

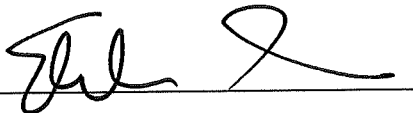
DATE: 2006-06-22

REPEALS: AR-CT-004
2006-01-26

REFERENCE: s.28, s.29

It is the policy of the Windsor Police Services Board with respect to terrorism recovery that the Chief of Police will:

- a) implement procedures that are consistent with the most recent version of the Ministry of Community Safety and Correctional Services' *Provincial Counter-Terrorism Plan*;
- b) ensure coordination of the police service's recovery efforts with those of all other first responders; and
- c) implement procedures for terrorism recovery that address:
 - i) continuing investigation of the incident(s) during the recovery period;
 - ii) communicating, networking and sharing of information;
 - iii) community concerns and the prevention of repercussions;
 - iv) crime victim assistance; and
 - v) conducting operational reviews to assess the impact on resources and community.



Chair,
Windsor Police Services Board.

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Preliminary Perimeter Control and Containment

NUMBER:	AR-ER001
DATE:	2014-08-07
REPEALS:	2012-06-21 2000-09-28
REFERENCE:	O.Reg. 3/99 s. 29, 22(1), 22(2), 22(3), 24(2), 25(2)(a), 25(3)

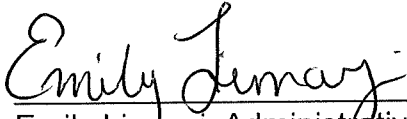
It is the policy of the Windsor Police Services Board with respect to preliminary perimeter control and containment that:

- a) containment will be provided the Police Service's patrol officers and/or the Police Service's tactical unit:
- b) the Chief of Police will establish procedures that address:
 - i) the circumstances in which preliminary perimeter control and containment will be established;
 - ii) operational responsibility for an incident where preliminary perimeter control and containment is being established;
 - iii) the deployment of other emergency response services, including receiving assistance from other agencies;
 - iv) the duties of an officer involved in the establishment of preliminary perimeter control and containment, including compliance with the requirement of section 22(3) of the Adequacy Standards Regulation, pending the deployment of a tactical unit; and
 - v) the training of officers in preliminary perimeter control and containment;
- c) the Chief of Police will develop and maintain a manual on containment team services that addresses:

- i) the selection process for members of the team, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
- ii) the equipment to be used/available to the members of the team in accordance with the Ministry's designated equipment and facilities list; and
- iii) the ongoing and joint training of members of the team.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

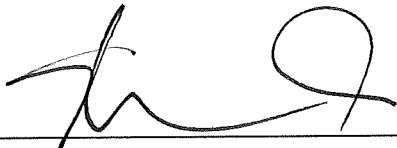
Tactical Units

NUMBER:	AR-ER002
DATE:	2013-01-24
REPEALS:	2001-06-28
REFERENCE:	O.Reg 3/99 s. 21, 23, 24(1), 24(2), 25(2)(a) 25(2)(b), 25(3), 29 Guideline ER-002

It is the policy of the Windsor Police Services Board with respect to the services of a tactical unit that:

- a) the police service will provide the services of a tactical unit by using its own members;
- b) the services will be available 24 hours a day and within a reasonable response time;
- c) the unit will consist of a minimum of 12 full-time tactical officers, including the supervisor, who are dedicated to the tactical unit but who, when not training or undertaking tactical activities, may undertake community patrol; and
- d) the Chief of Police will:
 - i) establish procedures that set out the circumstances in which the service will be deployed, including the process for obtaining the service and reporting relationships;
 - ii) ensure that the tactical unit can undertake containment, the apprehension of an armed barricaded person, and explosive forced entry if it uses the services of a police explosive forced entry technician;
 - iii) develop and maintain a manual on tactical unit services that is available to each member providing this service;

- iv) establish a selection process for members of the unit, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
- v) ensure the ongoing and joint training of members who provide this service; and
- vi) ensure that appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to the members who provide this service;
- vii) establish procedures that delegate the tactical supervisor or the major incident commander the responsibility for determining how many tactical officers are required to deploy to an incident.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Hostage Rescue

NUMBER:	AR-ER003
DATE:	2013-01-24
REPEALS:	New
REFERENCE:	O.Reg. 3/99 s. 21, 23, 24(1), 24(2), 25(2)(a) 25(2)(b), 25(3), 29 Guideline ER-003

It is the policy of the Windsor Police Services Board with respect to the services of a hostage rescue team that:

- a) the police service will provide the services of a hostage rescue team by using its own members;
- b) the services will be available 24 hours a day and within a reasonable response time;
- c) the unit will consist of a minimum of 12 full-time tactical officers, including the supervisor, who are dedicated to the team but who, when not training or undertaking tactical or hostage rescue activities, may undertake community patrol; and
- d) the Chief of Police will:
 - i) establish procedures that set out the circumstances in which the services of the hostage rescue team will be deployed, including the process for obtaining the services and reporting relationships;
 - ii) ensure that the hostage rescue team can undertake containment, the apprehension of an armed barricaded person, and hostage rescue;
 - iii) develop and maintain a manual on hostage rescue team services that is available to each member providing this service;

- iv) establish a selection process for members of the team, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
- v) ensure the ongoing and joint training of members who provide this service; and
- vi) ensure that appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to the members who provide this service;
- vii) establish procedures that delegate the tactical supervisor or the major incident commander the responsibility for determining how many tactical officers are required to deploy to an incident.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Major Incident Command


NUMBER:	AR-ER004
DATE:	2013-01-24
REPEALS:	2001-04-26
REFERENCE:	O.Reg. 3/99 s. 21, 24(2), 25(2)(a), 25(2)(b), 25(3), 29 Guideline ER-004

It is the policy of the Windsor Police Services Board with respect to major incident command services that:

- a) the police service will provide the services of a major incident commander by using its own members;
- b) the services will be available 24 hours a day and within a reasonable response time;
- c) the Chief of Police will:
 - i) develop procedures that address the circumstances in which a major incident commander is to be deployed;
 - ii) develop and maintain a manual on major incident command that is available to each member providing this service;
 - iii) establish a selection process for members who provide this service, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
 - iv) ensure the ongoing training of members who provide this service; and
 - v) ensure that appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to members who provide this service.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD


POLICY – ADEQUACY O.REG. 3/99

Crisis Negotiation

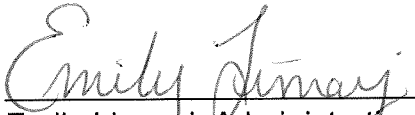
NUMBER:	AR-ER005
DATE:	2014-08-07
REPEALS:	2001-04-26
REFERENCE:	s.29, s.21(1),s.24(2), S.25(2)(A), s.25(3), s.33

It is the policy of the Windsor Police Services Board with respect to crisis negotiation services that:

- a) the police service will provide the services of a crisis negotiator by using its own members;
- b) the services will be available 24 hours a day and within a reasonable response time;
- c) a crisis negotiator will not perform any incident management role other than crisis negotiation;
- d) the Chief of Police will:
 - i) develop procedures that address the circumstances in which a crisis negotiator is to be deployed;
 - ii) develop and maintain a manual on crisis negotiation that is available to each member providing this service;
 - iii) establish a selection process for members who provide this service, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
 - iv) ensure the ongoing training of members who provide this service; and
 - v) ensure that appropriate equipment, in accordance with the Ministry's designated equipment and facilities list, is used/available to members who provide this service.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Explosive Technician Services – Disposal and Forced Entry

NUMBER: AR-ER006

DATE: 2001-06-28

REPEALS: New

REFERENCE: s.29, s.21(1), s.25

It is the policy of the Windsor Police Services Board regarding explosives technicians that:

A. with respect to explosive disposal:

1. the Service will provide service by using it's own members;
2. the Chief of Police will ensure that:
 - a) procedures are developed for the initial response to events involving found or suspected explosives;
 - b) a manual containing the circumstances in which explosive disposal services will be deployed is available to each technician;
 - c) a selection process is established to ensure that technicians have the knowledge, skills and abilities required to deliver explosive disposal service effectively and safely;
 - d) technicians receive ongoing training; and
 - e) appropriate explosive disposal equipment is provided.

B. with respect to police explosive forced entry:

1. the Service will provide service by using it's own members;
2. the Chief of Police will ensure that:
 - a) a manual containing the circumstances in which police explosive forced entry services will be deployed is available to each technician;

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Ground Search (Lost or Missing Persons)

NUMBER: AR-ER007

DATE: 2000-08-10

REPEALS: New

REFERENCE: s.29, s.27(a)-(b)

It is the policy of the Windsor Police Services Board with respect to ground search for lost or missing persons that the Chief of Police will:

- A. promote, through partnerships with other emergency service providers and volunteer groups, the coordination of ground search services in the City of Windsor;
- B. develop procedures on ground search for lost or missing persons; and
- C. ensure that search coordinators and team leaders have the knowledge, skills and abilities required to perform these functions.



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Secretary,
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WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Emergency Planning

NUMBER: AR-ER008

DATE: 2001-04-26

REPEALS: New

REFERENCE: s.29, s.26

It is the policy of the Windsor Police Services Board with respect to emergency planning that the Chief of Police will consult with the City of Windsor and other emergency service providers and:

- A. prepare a plan for the Service setting out the procedures to be followed during an emergency; or
- B. adopt the Municipal emergency plan if it addresses:
 - 1. the role and duties of the Service during an emergency; and
 - 2. the procedures to be followed by Service members during an emergency.



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POLICY - ADEQUACY O.REG.3/99

Underwater Search and Recovery Units

NUMBER: AR-ER009

DATE: 2006-10-27

REPEALS: New

REFERENCE: s.29, s.28

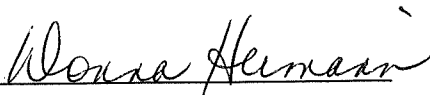
It is the policy of the Windsor Police Services Board regarding underwater search and recovery unit that:

- a) this Board will contract with the Ontario Provincial Police to provide the services of an underwater search and recovery unit available 24 hours a day, within a reasonable response time;
- b) the Chief of Police, in consultation with the service provider, will:
 - i) establish procedures that set out the circumstances in which the underwater search and recovery unit will be deployed, including the process for obtaining the services and the reporting relationships;
 - ii) establish procedures for the deployment of other emergency response services, including receiving assistance from other agencies; and

ensure that the police service's major incident commanders receive training in their responsibilities and the capabilities of the underwater search and recovery unit.



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POLICY – ADEQUACY O.REG.3/99

Canine Units

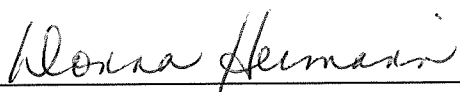
NUMBER:	AR ER-010
DATE:	2008-02-28
REPEALS:	2005-04-21
REFERENCE:	s.29, s.14(1)(a), s.5(1)(d), s.14(4)

It is the policy of the Windsor Police Services Board with respect to the services of canine tracking that:

- a) the police service will provide the services of a canine unit by using its own members;
- b) the services will be available 24 hours a day and within a reasonable response time;
- c) the Chief of Police will:
 - i. establish procedures that set out the circumstances in which the services of the canine team will be deployed, including the process for obtaining the services and reporting relationships;
 - ii. establish procedures for the deployment of other emergency response services, including assistance from other agencies;
 - iii. develop and maintain a manual on canine services that is available to each member providing this service;
 - iv. ensure that members performing the functions of a canine team and/or unit have the knowledge, skills and abilities to provide the canine functions assigned;
 - v. ensure the ongoing training of members who provide this service; and
 - vi. ensure that the appropriate equipment, consistent with the Ministry's recommended equipment list, is used/available to the members who provide this service.



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WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Community Patrol

NUMBER:	AR-LE001
DATE:	2014-08-07
REPEALS:	2002-02-24
REFERENCE:	s.29, s.4(3)-(4)

It is the policy of the Windsor Police Services Board with respect to community patrol that the Chief of Police will:

- a) establish procedures and processes on community patrol, including when directed patrol is considered necessary or appropriate based on such factors as crime, call and public disorder analysis, criminal intelligence and road safety; and
- b) ensure that written arrangements are in place with other police services to obtain their assistance or support in enhancing the community patrol function in extraordinary circumstances.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Communications & Dispatch

NUMBER:	AR-LE002
DATE:	2001-09-27
REPEALS:	AR-LE002 (000127)
REFERENCE:	s.29, s.5(1)(a), s.6(1), s.6(3), s.12(2)

It is the policy of the Windsor Police Services Board with respect to communications and dispatch services that:

- A. the services of a communications centre will be provided by using our own members and facilities;
- B. the Chief of Police will:
1. ensure that communications and dispatch services are supervised 24 hours a day;
 2. ensure that police officers on patrol have a portable two-way voice communication capability that allows the officers to be in contact with the communications centre when away from or assigned to patrol without motor transport;
 3. establish procedures and processes on communications and dispatch services; and
 4. establish procedures for when more than one officer must respond to an event or call for service;
 5. ensure that communicators, dispatchers and those supervising them meet the training, skills or qualification requirements of the Adequacy Standards Regulation.



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POLICY – ADEQUACY O.REG. 3/99

Crime, Call and Public Disorder Analysis

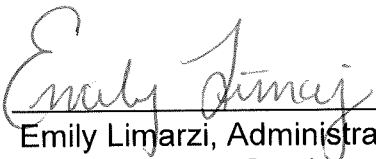
NUMBER:	AR-LE003
DATE:	2014-08-07
REPEALS:	2000-01-27
REFERENCE:	O.Reg 3/99 s. 29, 5(1)(c), 5(4), 7, 13(1)(d), 13(2) Guideline LE-003

It is the policy of the Windsor Police Services Board with respect to crime, call and public disorder analysis that:

- a) Crime, call and public disorder analysis will be provided by members of the Service;
- b) The Chief of Police will:
 - i) Establish systems and procedures for the collection, collation, analysis and dissemination of crime, call, and public disorder data;
 - ii) Ensure, if the police service uses its own members to perform crime, call and public disorder analysis, and persons who assist, that they have the knowledge, skills and abilities to perform the functions, and have the necessary equipment;
 - iii) Promote the use of crime analysis by supervisors to identify areas or issues requiring directed patrol, targeted enforcement, problem-oriented or community-based crime prevention initiatives;
 - iv) Report back to the Board on the criteria and process to be used for sharing relevant crime, call and public disorder analysis with municipal council and officials, school boards, community organizations and groups, businesses and members of the public; and
 - v) Provide information in the annual report on crime, calls for service and public disorder patterns, trends and forecasts based on crime, call and public disorder analysis.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

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POLICY - ADEQUACY O.REG.3/99

Criminal Intelligence

NUMBER: AR-LE004

DATE: 2000-03-23

REPEALS: New

REFERENCE: s.29, s.13(1)(c)

It is the policy of the Windsor Police Services Board with respect to criminal intelligence that:

- A. criminal intelligence will be provided by members of the Service.
- B. the Chief of Police will:
 - 1. establish procedures and priorities for criminal intelligence, including strategic and tactical intelligence;
 - 2. promote the use of criminal intelligence analysis by supervisors to identify areas or issues requiring directed patrol, targeted enforcement, problem-oriented policing initiatives or community-based crime prevention initiatives; and
 - 3. ensure that the members have the knowledge, skills and abilities to perform this function and the necessary tools and equipment.



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POLICY - ADEQUACY O.REG.3/99

Arrest

NUMBER: AR-LE005

DATE: 2000-03-23

REPEALS: New

REFERENCE: s.29, s.13(1)(j)

It is the policy of the Windsor Police Services Board with respect to arrest that the Chief of Police will:

- A. establish procedures on arrest that require compliance with the legal, constitutional and case law requirements relating to arrest, and;
- B. ensure that appropriate members are kept informed of changes in the law relating to arrest.



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POLICY – ADEQUACY O.REG.3/99

Criminal Investigation Management and Procedures

NUMBER:	AR-LE006
DATE:	2014-08-07
REPEALS:	2011-09-22 2007-03-29 2000-02-24 AR-LE071 AR-LE072 AR-LE075 AR-LE076 AR-LE077 AR-LE078 AR-LE079
REFERENCE:	O. Reg. 3/99, s. 5(1)(d), s. 9, s. 11(1), s. 11(2), s. 11(3), s. 11(4), s. 12(1), s. 14(1), s. 14(3), s. 14(4), s.29; O. Reg. 550/96; Guideline LE-006

Objective

The objective of Criminal Investigations Management and Procedures is to ensure that investigations into criminal acts:

- Are effectively and efficiently investigated by qualified investigators and investigative supervisors;
- Respect the individual rights of victims, persons of interest, suspects and witnesses alike; and
- Are capable of supporting a successful prosecution of the person(s) for the criminal acts in question.

To this end, it is the policy of the Windsor Police Services Board with respect to general criminal investigation that:

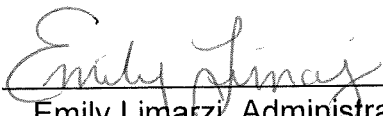
a) The Chief of Police will:

- i) Periodically review and report back to the board on the occurrences which can be investigated by members of the police service based on their knowledge, skills and abilities, and which occurrences require the services of another police service;
- ii) Prepare a criminal investigation management plan that meets the requirements of the Adequacy Standards Regulation, including identifying the type of occurrences which should be investigated by another police service or through a combined, regional or cooperative service delivery method;
- iii) Develop and maintain procedures on and processes for undertaking and managing criminal investigations;
- iv) Establish a selection process for criminal investigators, including ensuring that members who provide this service meet the requirements of the Adequacy Standards Regulation;
- v) Ensure that the police service has one or more members who are criminal investigators;
- vi) Require supervisors to ensure that the member assigned an occurrence listed in the criminal investigation management plan has the knowledge, skills and abilities to investigate that type of occurrence;
- vii) Ensure that persons providing scenes of crime analysis and forensic identification investigative supports meet the requirements of the Adequacy Standards Regulation; and
- viii) Ensure that persons who provide other investigative supports identified in (b) have the knowledge, skills and abilities to provide that support;

b) Scenes of crime analysis, forensic identification, canine tracking, physical surveillance, electronic interception, video and photographic surveillance and polygraph investigative supports will be provided by the Windsor Police Service and behavioural sciences will be provided by the OPP.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

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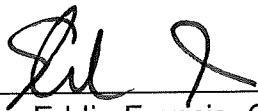
POLICY – ADEQUACY O.REG. 3/99

Hate - Bias Motivated Crime

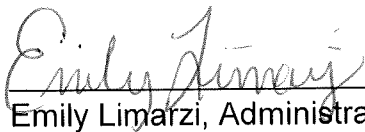
NUMBER:	AR-LE007
DATE:	2014-08-07
REPEALS:	2000-06-22
REFERENCE:	s.29, s.12(1)(h)

It is the policy of the Windsor Police Services Board with respect to undertaking and managing investigations into hate/bias motivated crime that the Chief of Police will:

- a) ensure that community organizations, school boards, victims' organizations, social services agencies, and the media are informed about the police service's procedures for investigating hate/bias motivated crime;
- b) ensure that the police service works, where possible, with community organizations, school boards, victims' organizations, and social service agencies to prevent the repetition of hate/bias motivated crime and to counter the activities of organized hate groups in the community;
- c) develop and maintain procedures on and processes for undertaking and managing investigations into hate/bias motivated crime;
- d) ensure that officers are provided with information on hate/bias motivated crime;
- e) ensure that the police service works with other law enforcement and government agencies to respond to hate/bias motivated crime and the activities of organized hate groups; and
- f) assess and report back to the board on the need for, cost and feasibility of establishing a dedicated unit to investigate hate/bias motivated crime.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

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POLICY - ADEQUACY O.REG.3/99

Hate Propaganda

NUMBER:	AR-LE008
DATE:	2000-06-22
REPEALS:	New
REFERENCE:	s.29, s.12(1)(h)

It is the policy of the Windsor Police Services Board with respect to undertaking and managing investigations into hate propaganda that the Chief of Police will:

- A. ensure that community organizations, school boards, victims' organizations, social services agencies and the media are informed about the Service's procedures for investigating hate propaganda events;
- B. ensure that the Service works with community organizations, school boards, victims' organizations and social service agencies to respond to hate propaganda events and to counter the activities of organized hate groups in the community;
- C. develop and maintain procedures that require that investigations into hate propaganda be undertaken and managed in accordance with the Service criminal investigation management plan.



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POLICY – ADEQUACY O.REG. 3/99

Joint Forces Operations

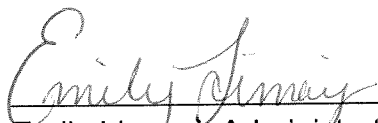
NUMBER:	AR-LE009
DATE:	2014-08-07
REPEALS:	2000-03-23
REFERENCE:	s.29, s.13(1)(b)

It is the policy of the Windsor Police Services Board with respect to joint forces operations that the Chief of Police will:

- a) develop procedures that address the approval process and accountability mechanisms for joint forces operations; and
- b) provide information in the annual report on the number of completed joint forces operations that the police service participated in, the cost to the police service and whether they achieved their performance objectives.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

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POLICY – ADEQUACY O.REG. 3/99

Internal Task Forces

NUMBER:	AR-LE010
DATE:	2014-08-07
REPEALS:	2000-03-23
REFERENCE:	s.29, s.13(1)(a)

It is the policy of the Windsor Police Services Board with respect internal task forces that the Chief of Police will:

- a) develop procedures that address the approval process and accountability mechanisms for internal task forces; and
- b) provide information in the annual report on the number of completed internal task forces established within the police service, the cost to the police service and whether they achieved their performance objectives.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

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POLICY - ADEQUACY O.REG.3/99

Search of Premises

NUMBER:	AR-LE011
DATE:	2000-03-23
REPEALS:	New
REFERENCE:	s.29, s.13(1)(i)

It is the policy of the Windsor Police Services Board with respect to search of premises that the Chief of Police will:

- A. establish procedures on search of premises that require compliance with the legal, constitutional and case law requirements relating to the search of premises, and;
- B. ensure that officers and other members as appropriate are kept informed of changes in the law relating to search of premises.



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POLICY - ADEQUACY O.REG.3/99

Search of Persons

NUMBER: AR-LE012

DATE: 2000-03-23

REPEALS: New

REFERENCE: s.29, s.13(1)(h)

It is the policy of the Windsor Police Services Board with respect to the search of persons that the Chief of Police will:

A. establish procedures that address:

1. compliance with the legal, constitutional and case law requirements relating to when and how searches of persons are to be undertaken;
2. the circumstances in which an officer may undertake a search of person;
3. frisk and field searches;
4. strip searches;
5. body cavity searches;
6. consent searches;
7. the supervision of searches of persons; and
8. the documentation of searches of persons.

B. ensure that appropriate members are kept informed of changes in the law relating to the search of persons.



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WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Response to Persons with a Mental Illness / Developmental Disability / Emotional Disturbance

NUMBER:	AR-LE013
DATE:	2000-03-23
REPEALS:	New
REFERENCE:	s.29, s.13(1)(g)

It is the policy of the Windsor Police Services Board with respect to the police response to persons who are emotionally disturbed or have a mental illness or a developmental disability that the Chief of Police will:

- A. work, where possible, with appropriate community members and agencies, health care providers, government agencies, municipal officials, other criminal justice agencies, and the local Crown to address service issues relating to persons who have a mental illness or developmental disability;
- B. establish procedures and processes that address the police response to persons who are emotionally disturbed or have a mental illness or a developmental disability, and;
- C. ensure that the Service's skills development and learning plan addresses the training and sharing of information with appropriate members including officers, special constables, E911 personnel and supervisors on:
 1. local protocols, and;
 2. conflict resolution and use of force in situations involving persons who may be emotionally disturbed, or may have a mental illness or developmental disability.



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POLICY - ADEQUACY O.REG.3/99

Court Security

NUMBER: AR-LE014

DATE: 2000-02-24

REPEALS: New

REFERENCE: s.29, s.16

It is the policy of the Windsor Police Services Board with respect to court security that the Chief of Police will:

- A. establish a local court security committee, to serve in an advisory capacity to the Chief of Police, comprised of representatives, at minimum, from the Service, Crown, judiciary, local bar, victim assistance organizations and Courts Services - Ministry of the Attorney General;
- B. prepare a court security plan, in consultation with the local court security committee, that adequately addresses the needs and circumstances of Windsor courts, and meets the statutory responsibilities set out in section 137 of the *Police Services Act*;
- C. establish procedures on court security that address supervision and training, and;
- D. ensure that police officers and special constables performing court security are supervised and have the knowledge, skills and abilities to perform the function.



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WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Agents - Paid & In-Custody Informants

NUMBER:	AR-LE015
DATE:	2000-03-23
REPEALS:	New
REFERENCE:	s.29, s.13(1)(e)

It is the policy of the Windsor Police Services Board with respect to agents, paid informants and in-custody informants that the Chief of Police will:

- A. establish procedures and processes relating to the use and management of agents and paid informants, and;
- B. establish procedures on the use of in-custody informants that are consistent with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.



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Windsor Police Services Board.

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POLICY - ADEQUACY O.REG.3/99

Prisoner Care & Control

NUMBER: AR-LE016

DATE: 2000-06-22

REPEALS: New

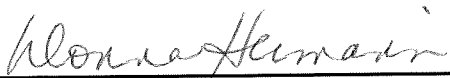
REFERENCE: s.29, s.13(1)(l)

It is the policy of the Windsor Police Services Board with respect to prisoner care and control that the Chief of Police will:

- A. establish procedures and processes for:
 - 1. the care and control of prisoners, including effective monitoring; and
 - 2. responding to the escape of a prisoner held in detention or while transporting;
- B. ensure that members involved in prisoner care and control have the knowledge, skills and abilities required to perform this function; and
- C. following an escape or in-custody death, review Service prisoner care and control procedures, processes and practices and report back to the Board.



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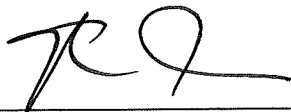
POLICY – ADEQUACY O.REG. 3/99

Traffic Management, Enforcement and Road Safety

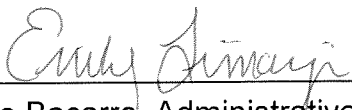
NUMBER:	AR-LE017
DATE:	2013-11-28
REPEALS:	2000-06-22 AR-LE073 AR-LE074
REFERENCE:	O.Reg 3/99 s. 5(1)(d), s. 8, s. 14(1), s. 29; Guideline LE-017

It is the policy of the Windsor Police Services Board with respect to traffic management, traffic law enforcement and road safety that:

- a) Technical collision investigation, reconstruction and breath analysis investigative supports will be provided by members of the Service;
- b) The Chief of Police will:
 - i) Develop and implement a traffic management, traffic law enforcement and road safety plan;
 - ii) Establish procedures on traffic management, traffic law enforcement and road safety, including procedures to address road closures and minimizing the interference of traffic; and
 - iii) Ensure that persons who provide technical collision investigation, reconstruction and breath analysis investigative supports have the knowledge, skills and abilities to provide that support.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Sue Bacarro, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Witness Protection and Security

NUMBER: AR-LE018

DATE: 2000-03-23

REPEALS: New

REFERENCE: s.29, s.13(1)(f)

It is the policy of the Windsor Police Services Board with respect to witness protection and security that the Chief of Police will:

- A. establish procedures and processes in respect of witness protection and security, and;
- B. ensure that the Service has a Witness Protection Liaison Officer, or an arrangement with another police force to use their Witness Protection Liaison Officer.

Bianca De Luca

Chair,
Windsor Police Services Board.

Melissa Heiman

Secretary,
Windsor Police Services Board.

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Stolen or Smuggled Firearms

NUMBER:	AR-LE019
DATE:	2000-06-22
REPEALS:	New
REFERENCE:	s.29, s.12(1)(s)

It is the policy of the Windsor Police Services Board with respect to stolen or smuggled firearms that the Chief of Police will develop and maintain procedures:

- A. that require that every firearm that comes into the possession of the Service will be checked to determine whether the firearm:
 - has been reported stolen or lost;
 - is legally registered in Canada; or
 - is smuggled;
- B. that require that investigations into stolen or smuggled firearms be undertaken and managed in accordance with the Service criminal investigation management plan; and
- C. that address the sharing of criminal intelligence and other information on stolen or smuggled firearms with relevant law enforcement agencies.



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WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Property & Evidence - Control, Collection & Preservation

NUMBER:	AR-LE020
DATE:	2000-03-23
REPEALS:	New
REFERENCE:	s.29, s.13(1)(n), s.14(1)(b)

It is the policy of the Windsor Police Services Board with respect to property and evidence control and the collection, preservation, documentation and analysis of physical evidence that the Chief of Police will:

- A. establish procedures, consistent with the advice from the Centre of Forensic Sciences and its current version of the *Laboratory Guide for the Investigator*, for the safe and secure collection, preservation, control, handling and packaging of evidence;
- B. establish procedures for the secure collection, preservation and control of property;
- C. ensure that an annual audit of the property and evidence held by the Service is conducted by members not routinely or directly connected with the property/evidence control function, and report the results to the Board;
- D. ensure compliance with sections 132, 133 and 134 of the *Police Services Act* and report to the Board in conjunction with the annual property/evidence audit report, and;
- E. where a member who has responsibility for a property/evidence storage area is transferred or replaced, ensure that an inventory is taken of the property/evidence in that area.



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Secretary,
Windsor Police Services Board.

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Elder & Vulnerable Adult Abuse

NUMBER:	AR-LE021
DATE:	2000-04-27
REPEALS:	New
REFERENCE:	s.29, s.12(1)(f)

It is the policy of the Windsor Police Services Board with respect to elder abuse and vulnerable adult abuse that the Chief of Police will:

- A. when possible, work in partnership with the City of Windsor, Crown Attorney's office, community and social service agencies/providers, businesses, seniors' and other local organizations to develop programs for preventing and responding to complaints of elder and vulnerable adult abuse, including fraud awareness and prevention, and;
- B. develop and maintain procedures that require that investigations into elder or vulnerable adult abuse be undertaken and managed in accordance with the Service criminal investigation management plan.



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WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99


OFFICER NOTE TAKING

NUMBER:	AR-LE022
DATE:	2014-08-07
REPEALS:	NEW
REFERENCE:	PSA s. 31(1)(c), 41(1)(a) Guideline LE-022

It is the policy of the Windsor Police Services Board that the Chief of Police will establish procedures relating to officer note taking, including the secure storage and retention of officer notes.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Bail and Violent Crime

NUMBER: AR-LE023

DATE: 2000-03-23

REPEALS: New

REFERENCE: s.29, s.13(1)(k)

It is the policy of the Windsor Police Services Board with respect to bail and violent crime that the Chief of Police will establish procedures that address:

- A. assessing opposing bail on secondary grounds;
- B. preparing the show cause report;
- C. post-bail hearing notifications; and
- D. breach of bail conditions.



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WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Domestic Violence

NUMBER: AR-LE024

DATE: 2001-03-29

REPEALS: New

REFERENCE: s.29, s.12(1)(d)

It is the policy of the Windsor Police Services Board with respect to domestic violence occurrences that the Chief of Police will:

- A. in partnership with the Crown, Probation and Parole Services, Victim/Witness Assistance Program, Victim Services of Windsor & Essex County, Children's Aid Societies and other service providers and community representatives responsible for issues related to domestic violence, including women's shelters, work to establish and maintain a domestic violence coordinating committee that deals with domestic violence issues affecting Windsor;
- B. implement a Ministry Guideline model for the investigation of domestic violence occurrences;
- C. ensure that the Service has trained domestic violence investigators;
- D. develop and maintain procedures for undertaking and managing investigations into domestic violence occurrences that address:
 - 1. communications and dispatch;
 - 2. initial response;
 - 3. enhanced investigative procedures;
 - 4. the mandatory laying of charges where there are reasonable grounds to do so, including in cases where there is a breach of a release condition, probation or a restraining order;
 - 5. the use of a risk indicators tool;

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

Supervision

NUMBER: AR-LE025

DATE: 2007-03-29

REPEALS: 2000-08-10

REFERENCE: s.29, s.10

It is the policy of the Windsor Police Services Board with respect to supervision that the Chief of Police will:

- A. ensure that there is 24 hour supervision available to members of the police service;
- B. establish procedures on supervision that set out the circumstances where a supervisor must be contacted and when a supervisor must be present at an incident, including all major case incidents; and
- C. establish a selection process to ensure that members appointed permanently to supervisory positions have the knowledge, skills and abilities required for the supervisory positions.



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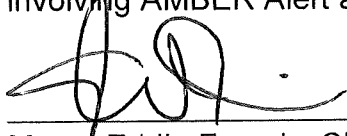
POLICY – ADEQUACY O.REG. 3/99

Missing Persons

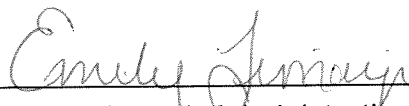
NUMBER:	AR-LE026
DATE:	2014-01-23
REPEALS:	2000-04-27
REFERENCE:	s.29, s.12(1)(l)

It is the policy of the Windsor Police Services Board with respect to undertaking and managing investigations into missing persons that the Chief of Police will develop and maintain procedures that:

- a) set out the steps to be followed for undertaking investigations into reports of missing persons, including situations involving children, teenagers and elder and vulnerable adults;
- b) ensure investigative follow-up on outstanding cases; and
- c) where circumstances indicate a strong possibility of foul play, require officers to comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.
- d) ensure an AMBER Alert activation is considered in all missing children investigations, and Major Case Management is implemented in all cases involving AMBER Alert activation.



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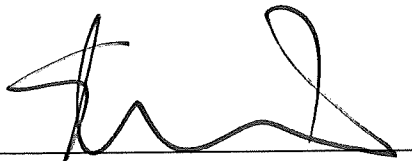
POLICY – ADEQUACY O.REG. 3/99

Child Abuse and Neglect

NUMBER:	AR-LE027
DATE:	2013-01-24
REPEALS:	2000-08-10
REFERENCE:	O.Reg 3/99 s. 12(1)(a), 29 CFSA Guideline LE-027

It is the policy of the Windsor Police Services Board with respect to child abuse and neglect investigations that the Chief of Police will:

- a) In partnership with the local Crown, Children's Aid Societies, municipalities, school boards and other appropriate service providers, including hospital staff, work to establish a committee to develop a local strategy to prevent, and respond to complaints of, child abuse and neglect;
- b) develop and maintain procedures on and processes for undertaking and managing child abuse and neglect investigations;
- c) enter into a child abuse protocol with their local Children's Aid Societies with respect to investigations into complaints of child abuse and neglect, and the sudden unexpected death of any child; and
- d) if the alleged child abuse fits the definition of a major case, require officers to comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.



Mayor Eddie Francis, Chair
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Donna Heimann, Administrative Assistant
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POLICY – ADEQUACY O.REG. 3/99

Criminal Harassment

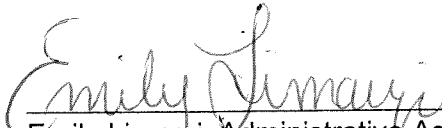
NUMBER:	AR-LE028
DATE:	2014-08-07
REPEALS:	2000-04-27
REFERENCE:	s.29, s.12(1)(c)

It is the policy of the Windsor Police Services Board with respect to undertaking and managing investigations into criminal harassment that the Chief of Police will develop and maintain procedures that address:

- a) the procedures for investigating criminal harassment complaints in accordance with the police service's criminal investigation management plan;
- b) the use of enhanced investigative techniques, such as behavioural science services as part of the investigation;
- c) the provision of victims' assistance;
- d) the information to be provided to police officers on criminal harassment; and
- e) compliance with the Ministry's designated *Ontario Major Case Management Manual* for criminal harassment cases that fall within the definition of major case.



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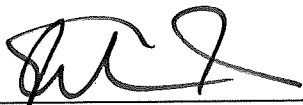
POLICY – ADEQUACY O.REG. 3/99

Preventing or Responding to Occurrences Involving Firearms

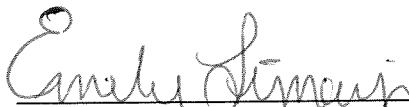
NUMBER:	AR-LE029
DATE:	2014-08-07
REPEALS:	2000-06-22
REFERENCE:	s.29, s.12(1)(n)

It is the policy of the Windsor Police Services Board with respect to preventing or responding to occurrences involving firearms that the Chief of Police will:

- a) ensure that the police service's officers are provided with information on all the search and seizure powers available to officers under Part III and Part XV of the *Criminal Code* that may be relevant to the search and seizure of firearms, ammunition, or related licences, certificates or permits, as well as options for obtaining prohibition orders;
- b) develop and maintain procedures on undertaking and managing investigations into offences/occurrences involving firearms;
- c) develop and maintain procedures on preventing offences/occurrences involving firearms; and
- d) develop and maintain procedures relating to the Firearms Interest Police (FIP) category of CPIC.



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POLICY - ADEQUACY O.REG.3/99

Property Offences

NUMBER: AR-LE030

DATE: 2000-06-22

REPEALS: New

REFERENCE: s.29, s.12(1)(p)

It is the policy of the Windsor Police Services Board with respect to property offences, including break and enter, that the Chief of Police will:

- A. develop and maintain procedures that require that investigations be undertaken and managed in accordance with the Service criminal investigation management plan; and
- B. identify the need for the implementation of crime prevention initiatives for property crime based on crime, call and public disorder analysis, criminal intelligence and community needs.



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POLICY - ADEQUACY O.REG.3/99

Drug Investigation

NUMBER: AR-LE031

DATE: 2000-04-27

REPEALS: New

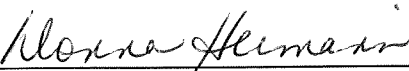
REFERENCE: s.29, s.12(1)(e)

It is the policy of the Windsor Police Services Board with respect to drug-related offences other than simple possession that the Chief of Police will:

- A. develop and maintain procedures that require that investigations be undertaken and managed in accordance with the Service criminal investigation management plan, and;
- B. ensure that officers investigating drug-related offences other than simple possession have the knowledge, skills and abilities required.



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POLICY - ADEQUACY O.REG.3/99

Illegal Gaming


NUMBER:	AR-LE032
DATE:	2000-04-27
REPEALS:	New
REFERENCE:	s.29, s.12(1)(k)

It is the policy of the Windsor Police Services Board with respect to illegal gaming that the Chief of Police will develop and maintain procedures that require that:

- A. investigations be undertaken and managed in accordance with the Service criminal investigation management plan, and;
- B. information on illegal gaming shall be shared with the *Ontario Illegal Gaming Enforcement Unit* (OIGEU).



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POLICY - ADEQUACY O.REG.3/99

Prisoner Transportation

NUMBER: AR-LE033

DATE: 2000-04-27

REPEALS: New

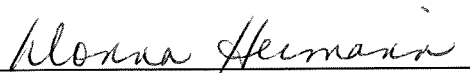
REFERENCE: s.29, s.13(1)(m)

It is the policy of the Windsor Police Services Board with respect to prisoner transportation that the Chief of Police will:

- A. establish procedures that address transporting prisoners using humane, escape resistant methods that are consistent with the Service's procedures regarding prisoner care and control;
- B. ensure that Service members who escort persons in custody have the knowledge, skills and abilities required to perform this function, and;
- C. ensure that appropriate safety equipment is available to and used by members performing this function.



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POLICY – ADEQUACY O.REG. 3/99

Sexual Assault Investigation

NUMBER:	AR-LE034
DATE:	2013-01-24
REPEALS:	2001-03-29
REFERENCE:	O.Reg 3/99 s. 29, 12(1)(r) Guideline LE-034

It is the policy of the Windsor Police Services Board with respect to sexual assault investigations that the Chief of Police will:

- a) Develop and maintain procedures that:
 - i) Require that investigations be undertaken in accordance with the police service's criminal investigation management plan;
 - ii) Require compliance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*;
 - iii) Address communications and dispatch, initial response and investigations relating to sexual assaults; and
 - iv) Address community notification;
- b) Work, where possible, with hospitals and agencies which provide services to victims of sexual assault, including Sexual Assault Treatment Centres, Sexual Assault/Rape Crisis Centres and Victim Services of Windsor & Essex County, as well as the local Crown, to ensure a co-ordinated and effective response to victims of sexual assaults; and
- c) Address training for officers and other appropriate members on the response to sexual assault occurrences, including victims' assistance.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

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POLICY – ADEQUACY O.REG. 3/99

Waterways Policing

NUMBER:	AR-LE-035
DATE:	2013-01-24
REPEALS:	2000-01-27
REFERENCE:	PSA s. 19(1) O.Reg 3/99 s. 29, 15 Guideline LE-035

It is the policy of the Windsor Police Services Board with respect to waterways policing that the Chief of Police will:

- a) Establish procedures on waterways policing; and
- b) Ensure that members involved in waterways policing have the knowledge, skill, and abilities required to perform the specialized functions connected with waterways policing.



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Donna Heimann, Administrative Assistant
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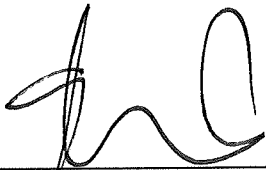
POLICY – ADEQUACY O.REG. 3/99

CHILD PORNOGRAPHY (INTERNET CHILD EXPLOITATION)

NUMBER:	AR-LE036
DATE:	2013-01-24
REPEALS:	2000-04-27
REFERENCE:	O/Reg 3/99 s.29, s.12(1)(b); CC163.1, 172.1; Guideline LE036

It is the policy of the Windsor Police Services Board with respect to child pornography (Internet child exploitation) investigations that the Chief of Police will:

- a) develop and maintain procedures that require that investigations be undertaken in accordance with the police service's criminal investigation management plan;
- b) notify the Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet (Provincial Strategy) in all cases of suspected child pornography (Internet child exploitation); and
- c) ensure support is provided to manage the psychological well-being of members to acknowledge risks associated with long-term effects from exposure to Internet child exploitation investigation-related activities.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
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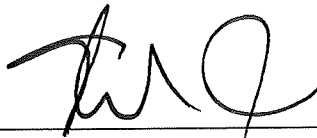
POLICY – ADEQUACY O.REG. 3/99

Sudden Death and Found Human Remains

NUMBER:	AR-LE037
DATE:	2013-01-24
REPEALS:	2000-09-28
REFERENCE:	O.Reg 3/99 s. 29, 12(1)(j) Guideline LE-037

It is the policy of the Windsor Police Services Board with respect to sudden or unexplained death investigations and investigations into found human remains that the Chief of Police will:

- a) Develop and maintain procedures that require that investigations into sudden or unexplained deaths and found human remains be considered potential homicides and be undertaken in accordance with the police service's criminal investigation management plan;
- b) Ensure that officers investigating sudden or unexplained death and found human remains occurrences have the knowledge, skills and abilities required; and
- c) Where an occurrence falls within the definition of a major case, ensure that officers comply with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.



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Donna Heimann, Administrative Assistant
Windsor Police Services Board

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POLICY - ADEQUACY O.REG.3/99

Fraud & False Pretence

NUMBER: AR-LE038

DATE: 2000-06-22

REPEALS: New

REFERENCE: s.29, s.12(1)(g)

It is the policy of the Windsor Police Services Board with respect to fraud and false pretence investigations that the Chief of Police will:

- A. develop and maintain procedures that require that investigations be undertaken and managed in accordance with the Service criminal investigation management plan;
- B. ensure that police officers investigating complex fraud and false pretence occurrences have the knowledge, skills and abilities required;
- C. establish cooperative arrangements for the investigation of fraud and false pretence occurrences with:
 - the Employment Insurance Commission;
 - the Ministry of Consumer and Commercial Relations;
 - the Fire Marshal's Office;
 - the insurance industry;
- D. work with municipal and provincial social assistance officials and the Crown, to develop a local protocol on the investigation of social assistance fraud.



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POLICY - ADEQUACY O.REG.3/99

Homicide & Attempts


NUMBER: AR-LE039

DATE: 2000-04-27

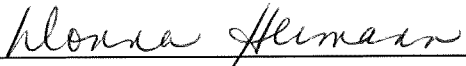
REPEALS: New

REFERENCE: s.29, s.12(1)(i)

It is the policy of the Windsor Police Services Board with respect to homicides and attempted homicides that the Chief of Police will develop and maintain procedures that require investigations to be undertaken and managed in accordance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.



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POLICY - ADEQUACY O.REG.3/99

Abductions (Parental & Non-Parental)

NUMBER: AR-LE040

DATE: 2000-04-27

REPEALS: New

REFERENCE: s.29, s.12(1)(l)

It is the policy of the Windsor Police Services Board with respect to parental and non-parental abductions and attempted abductions of children that the Chief of Police will:

- A. develop and maintain procedures that require that investigations into parental and familial abductions and attempts be undertaken and managed in accordance with the Service criminal investigation management plan, and;
- B. develop and maintain procedures that require that investigations into non-parental and non-familial abductions and attempts be undertaken and managed in accordance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.



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POLICY - ADEQUACY O.REG.3/99

Proceeds of Crime


NUMBER:	AR-LE041
DATE:	2000-04-27
REPEALS:	New
REFERENCE:	s.29, s.12(1)(o)

It is the policy of the Windsor Police Services Board with respect to proceeds of crime that the Chief of Police will:

- A. develop and maintain procedures that:
1. require that investigations be undertaken and managed in accordance with the Service criminal investigation management plan;
 2. include notifying the Ontario Provincial Police (*Proceeds of Crime Team*) or the Royal Canadian Mounted Police (*Integrated Proceeds of Crime Section*) for assistance and/or guidance regarding the investigative steps to follow.
- B. ensure that officers involved in the investigation of proceeds of crime have the knowledge, skills and abilities required.



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POLICY - ADEQUACY O.REG.3/99

Robberies

NUMBER: AR-LE042

DATE: 2000-04-27

REPEALS: New

REFERENCE: s.29, s.12(1)(o)

It is the policy of the Windsor Police Services Board with respect to robberies that the Chief of Police will develop and maintain procedures that ensure:

- A. robbery investigations are undertaken and managed in accordance with the Service criminal investigation management plan, and;
- B. robbery investigations that also involve a threshold major case offence be undertaken and managed in accordance with the procedures set out in the Ministry's designated *Ontario Major Case Management Manual*.



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POLICY - ADEQUACY O.REG.3/99

Vehicle Theft

NUMBER: AR-LE043

DATE: 2000-04-27

REPEALS: New

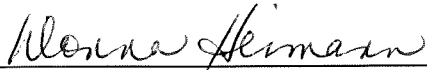
REFERENCE: s.29, s.12(1)(f)

It is the policy of the Windsor Police Services Board with respect to vehicle thefts that the Chief of Police will develop and maintain procedures that:

- A. require that vehicle theft investigations be undertaken and managed in accordance with the Service criminal investigation management plan, and;
- B. ensure owners of stolen vehicles receive timely notification when vehicles are recovered, unless ongoing criminal investigations may be compromised.



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POLICY - ADEQUACY O.REG.3/99

Youth Crime

NUMBER:	AR-LE044
DATE:	2000-08-10
REPEALS:	New
REFERENCE:	s.29, s.12(1)(u)

It is the policy of the Windsor Police Services Board with respect to youth crime that the Chief of Police will:

- A. develop and maintain procedures on and processes for undertaking and managing investigations into youth crime;
- B. work, where possible, with local school boards to develop programs for safe schools, including establishing protocols for investigating school-related occurrences; and
- C. consider the need for a multi-agency strategy to prevent or counter the activities of youth gangs in the community in accordance with Service procedures on crime prevention and problem-oriented policing.

Bianca DeLuca

Chair,
Windsor Police Services Board.

Monna Heimer

Secretary,
Windsor Police Services Board.

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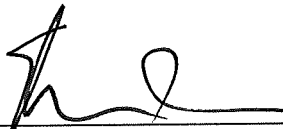
POLICY – ADEQUACY O.REG. 266/10

Suspect Apprehension Pursuits

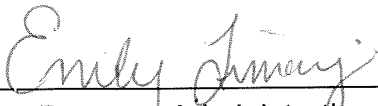
NUMBER:	AR-LE-045
DATE:	2013-11-28
REPEALS:	2001-12-19
REFERENCE:	O. Reg. 266/10, s. 5, s. 6, s. 10(1), s. 10(2), s. 10(3); Guideline LE-045

It is the policy of the Windsor Police Services Board with respect to suspect apprehension pursuits that the Chief of Police will:

- a) establish procedures consistent with the requirement of the *Suspect Apprehension Pursuits Regulation*;
- b) ensure that police officers, dispatchers, communications supervisors and road supervisors receive training accredited by the Solicitor General on suspect apprehension pursuits;
- c) ensure that police officers receive training about the intentional contact between vehicles consistent with the requirements of the *Suspect Apprehension Pursuits Regulation*;
- d) address the use of tire deflation devices and officer training;
- e) ensure that the particulars of each suspect apprehension pursuit are recorded on a form and in a manner approved by the Solicitor General; and
- f) enter into agreements with neighboring police services to determine under what circumstances decision-making responsibility for a pursuit will be, and will not be transferred from one jurisdiction to another.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Sue Bacarro, Administrative Assistant
Windsor Police Services Board

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POLICY – ADEQUACY O.REG. 3/99

Sex Offender Registry

NUMBER:	AR-LE046
DATE:	2012-06-21
REPEALS:	2006-10-26
REFERENCE:	<i>Christopher's Law</i> O.Reg 69/01 Guideline LE-046 SOIRA Reg. SOR/2004-306

It is the policy of the Windsor Police Services Board with respect to the Ontario Sex Offender Registry that the Chief of Police will:

- a) designate and maintain a registration site(s);
- b) establish procedures and processes consistent with the requirements of *Christopher's Law (Sex Offender Registry), 2000*;
- c) establish procedures and processes consistent with the requirements legislated by the federal *Sex Offender Information Registration Act*;
- d) ensure that appropriate members receive training on the Ontario Sex Offender Registry, consistent with the role and responsibilities assigned to them; and
- e) ensure that appropriate members receive training on both the provincial and federal Sex Offender legislative requirements.



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Karen A. Ceman, Administrative Assistant
Windsor Police Services Board

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POLICY - ADEQUACY O.REG.3/99

Police Response to High Risk Individuals

NUMBER: AR-LE047

DATE: 2006-10-26

REPEALS: New

REFERENCE: s.28, s.29

It is the policy of the Windsor Police Services Board with respect to high risk individuals that the Chief of Police will:

- a) work in partnership, where possible, with the local Crown, appropriate community members and agencies, including health care providers, government agencies, municipal officials, other criminal justice agencies, including law enforcement agencies, as well as victim services to ensure a coordinated and effective strategy in response to high risk individuals that addresses:
- i) bail opposition consistent with the Ministry's guideline on Bail and Violent Crime;
 - ii) dangerous offender and long term offender applications;
 - iii) High Risk Offender National Flagging System and requirements of CPIC;
 - iv) information sharing;
 - v) case management planning;
 - vi) judicial restraint orders;
 - vii) victim assistance; and
 - viii) disclosure of information, including community notification and safety planning; and ensure that the police service's skills development and learning plan addresses the training and sharing of information with officers, communication operators/dispatchers and supervisors on the police response to high risk individuals.

WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99


Scenes of Crime Analysis

NUMBER:	AR-LE071
DATE:	2000-01-27
REPEALS:	New
REFERENCE:	s.29, s.14(1)(a), s.5(1)(d), s.14(3)

It is the policy of the Windsor Police Services Board with respect to scenes of crime analysis that:

- A. scenes of crime analysis will be provided by members of the Service.

- B. the Chief of Police will:
 - 1. establish procedures and processes in respect of scenes of crime analysis, and;
 - 2. ensure that members providing scenes of crime analysis meet the training, skills and qualification requirements of the Adequacy Standards Regulation.



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POLICY - ADEQUACY O.REG.3/99

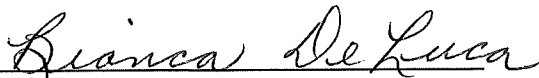
Forensic Identification

NUMBER:	AR-LE072
DATE:	2000-01-27
REPEALS:	New
REFERENCE:	s.29, s.14(1)(a), s.5(1)(d), s.14(3)

It is the policy of the Windsor Police Services Board with respect to forensic identification that:

- A. forensic identification will be provided by members of the Service.

- B. the Chief of Police will:
 - 1. establish procedures and processes in respect of forensic identification, and;
 - 2. ensure that members providing forensic identification meet the training, skills and qualification requirements of the Adequacy Standards Regulation.



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WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

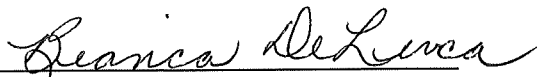
Technical Collision Investigation & Reconstruction

NUMBER:	AR-LE073
DATE:	2000-01-27
REPEALS:	New
REFERENCE:	s.29, s.14(1)(a), s.5(1)(d), s.14(4)

It is the policy of the Windsor Police Services Board with respect to technical collision investigation and reconstruction that:

- A. technical collision investigation and reconstruction will be provided by members of the Service.

- B. the Chief of Police will:
 - 1. establish procedures and processes in respect of technical collision investigation and reconstruction, and;
 - 2. ensure that members providing technical collision investigation and reconstruction have the knowledge, skills and abilities required.



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WINDSOR POLICE SERVICES BOARD

POLICY - ADEQUACY O.REG.3/99

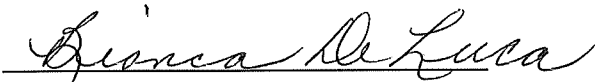
Breath Analysis

NUMBER:	AR-LE074
DATE:	2000-01-27
REPEALS:	New
REFERENCE:	s.29, s.14(1)(a), s.5(1)(d), s.14(4)

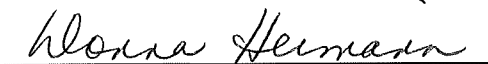
It is the policy of the Windsor Police Services Board with respect to breath analysis that:

- A. breath analysis will be provided by members of the Service.

- B. the Chief of Police will:
 - 1. establish procedures and processes in respect of breath analysis, and;
 - 2. ensure that members providing breath analysis have the knowledge, skills and abilities required.



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POLICY - ADEQUACY O.REG.3/99

Physical Surveillance

NUMBER: AR-LE075

DATE: 2000-02-24

REPEALS: New

REFERENCE: s.29, s.14(1)(a),
s.5(1)(d), s.14(4)

It is the policy of the Windsor Police Services Board with respect to physical surveillance that:

- A. physical surveillance will be provided by members of the Service.
- B. the Chief of Police will:
 - 1. establish procedures and processes in respect of physical surveillance, and;
 - 2. ensure that members providing physical surveillance have the knowledge, skills and abilities required.



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POLICY - ADEQUACY O.REG.3/99

Electronic Interception

NUMBER: AR-LE076

DATE: 2000-02-24

REPEALS: New

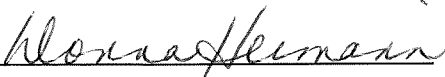
REFERENCE: s.29, s.14(1)(a),
s.5(1)(d), s.14(4)

It is the policy of the Windsor Police Services Board with respect to electronic interception that:

- A. electronic interception will be provided by members of the Service.
- B. the Chief of Police will:
 - 1. establish procedures and processes in respect of electronic interception, and;
 - 2. ensure that members providing electronic interception have the knowledge, skills and abilities required.



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POLICY - ADEQUACY O.REG.3/99

Video and Photographic Surveillance

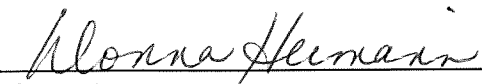
NUMBER:	AR-LE077
DATE:	2000-02-24
REPEALS:	New
REFERENCE:	s.29, s.14(1)(a), s.5(1)(d), s.14(4)

It is the policy of the Windsor Police Services Board with respect to video and photographic surveillance that:

- A. video and photographic surveillance will be provided by members of the Service.
- B. the Chief of Police will:
 - 1. establish procedures and processes in respect of video and photographic surveillance, and;
 - 2. ensure that members providing video or photographic surveillance have the knowledge, skills and abilities required.



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POLICY - ADEQUACY O.REG.3/99

Polygraph

NUMBER:	AR-LE078
DATE:	2000-02-24
REPEALS:	New
REFERENCE:	s.29, s.14(1)(a), s.5(1)(d), s.14(4)

It is the policy of the Windsor Police Services Board with respect to polygraph that:

- A. polygraph services will be provided by members of the Service.
- B. the Chief of Police will:
 - 1. establish procedures and processes in respect of polygraph, and;
 - 2. ensure that members providing polygraph services have the knowledge, skills and abilities required.



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POLICY - ADEQUACY O.REG.3/99

Behavioural Science

NUMBER: AR-LE079

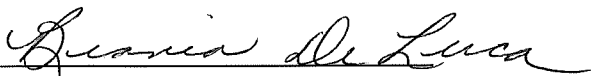
DATE: 2000-02-24

REPEALS: New

REFERENCE: s.29, s.14(1)(a),
s.5(1)(d), s.14(4)

It is the policy of the Windsor Police Services Board with respect to behavioural science that:

- A. behavioural science will be provided by entering into an agreement with another police force under s.7 of the Police Services Act.
- B. the Chief of Police will:
 - 1. take the steps necessary to establish an agreement between the Board and another police force for the provision of behavioural science services;
 - 2. establish procedures and processes in respect of behavioural science, and;
 - 3. ensure that persons providing behavioural science services have the knowledge, skills and abilities required.



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POLICY - ADEQUACY O.REG.3/99

Public Order Unit

NUMBER: AR-PO001

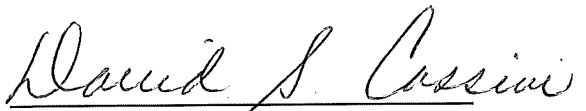
DATE: 2000-09-28

REPEALS: New

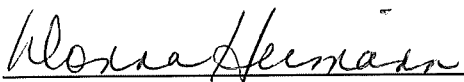
REFERENCE: s.29, s.18(2), s.19(1)

It is the policy of the Windsor Police Services Board with respect to public order unit services that:

- A. this Board will enter into an agreement with the Ontario Provincial Police to provide the services of a public order unit within a reasonable response time;
- B. the Chief of Police will:
 1. establish procedures, in consultation with appropriate Ontario Provincial Police Senior Officers, that set out:
 - a) the circumstances in which a public order unit may be deployed;
 - b) the steps for obtaining the services of a public order unit; and
 2. establish procedures that address the notification of appropriate officials for the purpose of s.67 of the Criminal Code and the reading of a riot proclamation.



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POLICY - ADEQUACY O.REG.3/99

Labour Disputes - Police Action

NUMBER: AR-PO002

DATE: 2000-04-27

REPEALS: New

REFERENCE: s.29, s.20

It is the policy of the Windsor Police Services Board with respect to police action at labour disputes that:

- A. the role of the police at a labour dispute is to preserve the peace, prevent offences, and enforce the law including offences against persons and property, in accordance with the powers and discretion available to a police officer under the law, and;
- B. the Chief of Police will establish procedures on:
 1. the role of the police at a labour dispute;
 2. providing information to management, labour and the public on police procedures during a labour dispute, and;
 3. secondary employment restricted by s.49 of the *Police Services Act* related to labour disputes.



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POLICY – ADEQUACY O.REG. 3/99

Policing Aboriginal Occupations and Protests

NUMBER:	AR-PO003
DATE:	2013-01-24
REPEALS:	New
REFERENCE:	PSA s. 1, 4(1), 4(2), 42(1)(a), 42(3), Criminal Code s. 2 Guideline PO-003

The objective of policing Aboriginal occupations and protests is to preserve the peace, prevent offences, and enforce the law in a manner that respects the rights of all involved parties. To this end, it is the policy of the Windsor Police Services Board with respect to policing Aboriginal occupations or protests that:

- a) the role of the police at an Aboriginal occupation or protest is to preserve the peace, prevent offences, and enforce the law including offences against persons and property, in accordance with the powers and discretion available to a police officer under the law.
- b) the consideration of police actions at an Aboriginal occupation or protest include preserving the peace, communication, negotiation and building trust with participating and affected communities.
- c) the Chief of Police will develop and maintain procedures on:
 - i) communicating information in relation to police procedures on Aboriginal occupations and protests;
 - ii) training requirements for policing Aboriginal occupations and protests;
 - iii) fostering community understanding of the police response to the events;
 - iv) the collection and analysis of information prior to and during events; and
 - v) addressing the uniqueness of Aboriginal occupations and protests.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Donna Heimann, Administrative Assistant
Windsor Police Services Board

WINDSOR POLICE SERVICES BOARD

POLICY – ADEQUACY O.REG. 3/99

Victim Assistance

NUMBER:	AR-VA001
DATE:	2014-08-07
REPEALS:	2000-01-27
REFERENCE:	s. 29 O.Reg. 3/99 s. 17 O.Reg. 3/99

It is the policy of the Windsor Police Services Board with respect to providing assistance to victims that the Chief of Police will:

- a) working in partnership with the Ministry of the Attorney General's Victim/Witness Assistance Program (VWAP) and agencies that deliver the Victim Crisis and Referral Service (VCARS) program, where available, municipalities, community and social service agencies and other local organizations, promote the development of an integrated service delivery framework for providing assistance to victims, including safety planning;
- b) ensure that members of the police service are aware of victim service providers or a victim referral service available in the area;
- c) establish procedures on providing assistance to victims; and
- d) ensure that in each instance where there is police service contact with one or more victims of crime involving physical and/or psychological injury, that such victims are referred to the appropriate community service available in their area.



Mayor Eddie Francis, Chair
Windsor Police Services Board



Emily Limarzi, Administrative Assistant
Windsor Police Services Board