

**POLICY NO. LE-020
COLLECTION, PRESERVATION AND CONTROL
OF EVIDENCE AND PROPERTY**

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Related BPS Procedures

- [Procedure #68](#) – Property – Collection, Preservation, Control and Disposal
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1.0 Preamble

1.1 WHEREAS subsection 31(1) of the ***Police Services Act*** provides that a Board is responsible for the provision of Police Services and for Law Enforcement and Crime Prevention in the Municipality and shall:

- 1.1.1 Generally determine after consultation with the Chief of Police, objectives and priorities with respect to the Police Service in the Municipality;
- 1.1.2 Establish priorities for the effective management of the Police Service, and
- 1.1.3 Direct the Chief of Police and monitor their performance.

1.2 AND whereas ***O. Reg. 3/99*** prescribes standards for adequacy and effectiveness of Police Services.

2.0 Definitions

2.1 **Board** – shall mean the Barrie Police Services Board.

2.2 **BPS** – the acronym for the Barrie Police Service.

2.3 **Chief** – shall mean the Chief of Police.

3.0 Policy

3.1 It is the policy of the Board with respect to Property and Evidence Control and the collection, preservation, documentation and analysis of physical evidence, that the Chief will:

- 3.1.1 Ensure and report back on compliance by BPS Members with Sections 132, 133 and 134 of the ***Police Services Act***.
- 3.1.2 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.
- 3.1.3 Establish procedures for the secure collection, preservation and control of property.
- 3.1.4 Ensure that an annual audit of the property/evidence held by the BPS is conducted by a Member(s) not routinely or directly connected with the property/evidence control function, and report the results to the Board, and
- 3.1.5 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.

Dated this _____ day of _____, 20____.

Board Chair

Board Administrator