



OWEN SOUND POLICE SERVICE

BOARD POLICY

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December 18, 2024

Expires: Indefinite

Rescinds: OSPSB-OPS-011 Officer Note
Taking

LE-022OSPSB Officer Note Taking

It is the policy of the Owen Sound Police Service Board that the Chief of Police will establish and maintain procedures relating to officer note taking, including the secure storage and retention of police officer notes:

- I. Requiring that Officers shall complete their notes before the end of their shift, except when excused by the Chief of Police or designate, and shall not delay for the purpose of obtaining legal advice; and
- II. Establish and maintain written procedures regarding Officer's notes and *Special Investigations Unit Act, 2019 (SIU)*.

John Thomson
Chair

December 18th, 2024
Date

K. Wardell
Board Secretary

December 18th, 2024
Date