



NORTH BAY POLICE SERVICE BOARD BY-LAW #24

MANAGEMENT OF POLICE RECORDS

POLICY #	NBPSB-AI-007	
DATE APPROVED	05 Mar 2001	03/2001
DATE(S) AMENDED		
DATE REVIEWED		
REPORTING REQUIREMENT		
LEGISLATION	<i>Police Services Act, R.S.O. 1990, c.P.15, as amended, s. 31(1)(c). Violent Crime Linkage Analysis System Reports, O. Reg. 550/96.</i>	
OTHER	<i>Policing Standards Manual (2000), AI-007 Ontario Major Case Management Manual CPIC Reference Manual</i>	

It is the policy of the North Bay 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.