



NORTH BAY POLICE SERVICE BOARD BY-LAW #24

COLLECTION, PRESERVATION AND CONTROL OF EVIDENCE AND PROPERTY

POLICY #	NBPSB-LE-020	
DATE APPROVED	01 January 2001	04/2000
DATE(S) AMENDED		
DATE REVIEWED		
REPORTING REQUIREMENT	Chief to Report on Compliance/Audit	
LEGISLATION	<i>Police Services Act</i> , R.S.O. 1990, c.P.15, as amended, ss. 31(1)(c), 132-134. <i>Adequacy and Effectiveness of Police Services</i> , O. Reg. 3/99, ss. 13(1)(n), 14(1)(b) and 29.	
OTHER	<i>Policing Standards Manual (2000)</i> , LE-020	

It is the policy of the North Bay Police Services Board with respect to collection, preservation and control of evidence and property that the Chief of Police will:

- a) ensure and report back on compliance by members of the police service with Sections 132, 133 and 134 of the *Police Services Act*;
- b) establish procedures, consistent with the advice of 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;
- c) establish procedures for the secure collection, preservation and control of property;
- d) ensure that an annual audit of all property/evidence held by the police service 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
- e) where a member who has responsibility for a property/evidence storage area is transferred or replaced, ensure that an inventory is taken of all property/evidence in that area.