



**Peace Officer Reporting
Requirements to the
Director, Public
Security/Peace Officer
Program**

Policy No.: 4195
Department: Administration
Authority: Council

Current Approved Date: 2013

Policy Statement:

Lamont County approve Reporting Requirements for Community Peace Officer, to the Director, Public Security Peace Officer Program.

Purpose:

To outline reporting requirements for Community Peace Officer.

Application of This Policy:

Immediate Reporting

- Use of a firearm discharged at a person or not as part of peace officer's duties
- Peace officer involved in serious injury or death of a person
- Complaint of excessive force (public or internal)
- Peace officer involved where weapon was used by another person
- Peace officer involved in serious or sensitive matter
- Charge or arrest of a peace officer under the Criminal Code, Controlled Drugs and Substances Act or any other enactment of Canada.
- Charge or arrest of a peace officer under an enactment of Alberta (except minor traffic)
- Peace officer found to have violated the employer's code of conduct
- Suspension, termination or resignation of a peace officer

Report within two (2) business days

- Use of baton
- Use of OC spray
- Use of Conducted Energy Weapon or tear gas
- Use of other weapon as detailed in policy

Report within one (1) month

- Lesser public complaint about a peace officer (not captured above)

- Authorized employer-initiated investigation (not captured above)
- Other type of report (not captured above)
- Disposition of current or previous investigation or incident
- (Optional) monthly update to advise that there were no incidents to report

Report within 45 days

- Update to the status of ongoing investigation until disposition

Director, Designate or Police to Investigate

- Use of a firearm discharged at a person or not as part of peace officer's duties
- Peace officer involved in serious injury or death of a person
- Complaint of excessive force (public or internal)
- Peace officer involved where weapon was used by another person
- Peace officer involved in serious or sensitive matter

Annual Report by Employer (Section 12 POMR)

- Current name and position of the program contact person
- Updated list of peace officers employed and their positions within the agency
- A short summary describing the general nature of services provided by the peace officers, the operational practices of peace officers employed, and listing showing enforcement and enforcement-related activities that took place
- The report due date will be January 31 each year unless the employer advises the Director of alternate annual report date.

2013