



# COLLECTION, PRESERVATION AND CONTROL OF EVIDENCE AND PROPERTY LE-020

**Effective Date:** 2000/09/15

**Amended:** 2007/03/30

**Reviewed:** 2013/09/27

**Amended:** 2017/09/29

**Amended:** 2025/03/14

## **Policy Statement**

*It is the policy of the Regional Municipality of Peel Police Service Board that the requirements set out in this document shall form part of the Board Policies and the Chief of Police is hereby directed to comply with these requirements in the administration and operation of the Peel Regional Police.*

## **1. Policy**

It is the policy of the Peel Police Services Board with respect to property and evidence control and the collection, preservation, documentation and analysis of physical evidence that the Chief of Police will:

- (a) Ensure compliance with legislative and constitutional requirements, and recognized legal principles;
- (b) Ensure that members act with full respect for human dignity and according to professional standards of skill, integrity and accountability;
- (c) Establish procedures consistent with 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;
- (d) Establish procedures for the secure collection, preservation and control of property;
- (e) Regularly review procedures on the collection, preservation, disposition, documentation and analysis of physical evidence and property to remain current with case law, inquests, inquiry findings, and amendments to related legislation;
- (f) Ensure that members are in complete compliance with Sections 258, 259 and 260 of the Community Safety and Policing Act, 2019;
- (g) Ensure that where a member who has responsibility for the evidence storage area is transferred or replaced, the Chief of Police shall ensure that an inventory is taken of all evidence in that area prior to the transfer taking effect.

## **2. Reporting**

The Chief of Police shall ensure that an annual audit of the property/evidence held by the police service is conducted by a member(s) not routinely or directly connected with the property/evidence control functions, and report the results to the Board.

The Chief of Police shall also report to the Board on compliance by members of the Service with Sections 258, 259 and 260 of the Community Safety and Policing Act, 2019.

The Chief of Police shall report on those circumstances where the collection, preservation and control of evidence and/or property has resulted in an “exceptional” circumstance, or a circumstance which may be considered detrimental to the police service and/or has significant issues of potential liability to the Board and the police service.

### **3. Authority/Legislative Reference**

*Community Safety and Policing Act, 2019, ss. 38(1)(g), 258, 259 and 260*  
Centre of Forensic Sciences Laboratory Guide for the Investigator  
O. Reg. 392/23: Adequate and Effective Policing (General), ss. 6(1) 4. xv. and 24(1) 2.  
Board Minute #191/00  
Board Minute #56/07  
Board Minute #63/13  
Board Minute # 85/17

### **4. Linkage to Appropriate Police Service Procedure/Directive**

I-B-150(F); I-B-151(F); I-B-152(F); I-B-153(F); I-B-402(F); I-B-719, I-B-122(F), I-B-709(F), I-B-713(F), I-B-720(F), I-B-134(F)  
PRP-FN-002 Audits