

Appendix C

Inspection: On-Site Assessment Preparation

Only police services that indicate that they have a Public Order Unit and/or have designated members part of a Public Order Unit through another police service or on a combined or regional or co-operative basis will have an onsite assessment.

The preliminary information review and analysis by the Inspection Team will assist with the development of on-site work plans. The Inspection Team will discuss timing, logistics and requirements prior to the scheduling of the on-site assessment.

The Inspection Team will provide the Board and Chief with an overview of the proposed on-site work plan prior to the on-site work.

Type	General
Request 1	<p>The Inspection Team will need the following administrative support:</p> <ul style="list-style-type: none"> • Unrestricted access to police buildings and offices relevant to the inspection; • Dedicated office space; • Guest Wi-Fi internet access (if possible); • Access to a copier and paper shredder; and • Parking. <p>It is strongly recommended that the Chief distribute a <u>notice</u> informing all members that an Inspection Team from the Inspectorate of Policing will be on-site for the purpose of conducting an inspection in accordance with the <i>Police Services Act</i>. Each member of the Inspection Team will be clearly wearing Ministry photo identification.</p>

Type	Pre-Brief
Request 2	<p>Upon arrival for the On-Site portion of the inspection please arrange for the Policing Inspections Unit – Police Services Advisor to provide a Pre-Brief presentation:</p> <ul style="list-style-type: none"> • Police Services Board (PSB) Chair and/or PSB members • Chief of Police and/or Senior Officer Command staff

Type	Interviews
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Request 3	<p>Please arrange staff for On Site Interviews, including:</p> <ul style="list-style-type: none"> • Senior Officer Command staff • POU Squad Leaders and/or Supervisory staff • POU members • Training Staff
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Type	Equipment Review
Request 4	<p>Policing Standards Manual PO-001 Public Order Units section 4 for equipment states: <i>Where a police service has established or participates in a public order unit, the Chief of Police should ensure that members are provided, at minimum, with the equipment and facilities set out in the Ministry's designated equipment and facilities list.</i> PO-001 further has the "Ministry's Designated Equipment List"</p> <p>Please arrange for staff to review equipment and facilities as outlined in PO-001</p>

Type	De-Brief
Request 5	<p>At the conclusion of the On-Site portion of the inspection, please arrange for the Policing Inspections Unit – Police Services Advisor to provide an inspection De-Brief:</p> <ul style="list-style-type: none"> • Police Services Board (PSB) Chair and/or PSB members • Chief of Police and/or Senior Officer Command staff