



## OWEN SOUND POLICE SERVICE

### BOARD POLICY

Issued: February 17, 2000

Reviewed:

Revised: September 23, 2009

May 15, 2023

Expires: Indefinite

Rescinds: OSPSB-OPS-001 Collection,  
Preservation and Control of Evidence and  
Property

**LE-020OSPSB** Collection, Preservation  
and Control of Evidence and Property

It is the policy of the Owen Sound 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 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 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;
- 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.

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Chair

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Date