

Policy Type: **GOVERNANCE PROCESS**



Policy Title: **Disclosure of Misconduct**

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### **Policy Statement**

The Board recognizes that complaints against its most senior leaders must be addressed with fairness and consistency. The Board is committed to ensuring that thorough, confidential and respectful processes are in place to address allegations of misconduct against a Chief of Police or Deputy Chief of Police. This policy outlines the procedures to be followed should a member or former member of the Durham Regional Police Service wish to make a disclosure of alleged misconduct by the Chief of Police or a Deputy Chief of Police. Reprisals of any form on account of making a disclosure, or seeking advice on how to make a disclosure, will not be tolerated and will be addressed with severity.

### **Policy Application**

1. A member or former member of the Police Service may make a disclosure of alleged misconduct by the Chief of Police or a Deputy Chief of Police. The identity of persons involved in the disclosure will be protected unless to do so would be contrary to the interests of fairness. The member or former member will be protected from any form reprisal in accordance with *Community Safety and Policing Act*.
2. The member or former member shall have two options for making allegations of misconduct against the Chief of Police or a Deputy Chief of Police:
  - A. To the Inspector General; or
  - B. To the Board.
3. Should the member or former Member choose to make a complaint of misconduct to the Board, the complaint shall be in writing, addressed to the Board Chair, and submitted to the Board office. The complaint should include as much detail as possible, including dates, witness names, and any relevant supporting documents.

4. The Board Chair shall review the complaint and consider whether the Board must address the matter urgently. The Chair shall ensure that legal counsel is consulted in determining how to address the alleged misconduct, including whether the interests of fairness require the disclosure of the identity of those involved in the complaint.

5. The Board Chair, Board members and Board employees shall take all necessary steps to protect the identity of persons involved in the complaint process. If it is necessary to disclose the identity of any individual involved in the process to ensure fairness, the disclosure will only be made:

- with the written permission of the person who is making the allegation of misconduct;
- to a person whose interests of fairness would be compromised if the identity of the person alleging misconduct was not disclosed.

6. Any correspondence, including electronic correspondence, concerning the alleged misconduct shall be clearly labelled “confidential”.

7. The person making the allegations shall be informed of the protections in the Act against reprisals.

## **Reporting**

The Board shall inform the public of any material information related to the application of this policy, while maintaining the confidentiality necessary to protect the integrity of complaint processes and the identity of those who may be involved in the processes.