



Sarnia Police Services Board Policy

Issue Number: SPS-BP-LE-034

Subject: Sexual Assault Investigations	Effective Date:
Replaces: September 14, 2023	Distribution: All Members
Last Reviewed: January 2025	Expiration Date: Indefinite
Approved By: Board Chair	Signature: <i>Paul Wiersma</i>

A Legislative/Regulatory Requirements

Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, provides that a Board shall provide adequate and effective policing in the area for which it has policing responsibility as required by **Section 10** and **11 (1)** of the **CSPA**.

Subsection 38 (2) of the **CSPA** provides that a Police Service Board may establish policies respecting matters related to the Police Service or the provision of policing.

Subsection 1 (1) of the **CSPA** provides that policing shall be provided throughout Ontario in accordance with the principle of the need to ensure the safety and security of all persons and property in Ontario, including on First Nations reserves.

O. Reg. 392/23: Adequacy and Effective Policing (General) prescribes standards for adequacy and effectiveness of police services.

Sections 37 and **38** of the **CSPA** require the Chief of Police to develop and maintain procedures on and processes for undertaking and managing investigations into sexual assault occurrences.

O. Reg. 394/23: Major Case Management and Approved Software Requirements prescribes requirements for investigation of Major Cases, including sexual assaults.

B Policy Statement

1. The Sarnia Police Service Board recognizes that matters of sexual assault are serious in nature, and it is therefore the policy of this Board that investigations into such matters be conducted professionally and thoroughly, and in accordance with procedures established by the Chief of Police.

C Board Policy

1. It is the policy of the Sarnia Police Services Board with respect to sexual assault investigations that the Chief of Police shall:
 - (a) Develop and maintain written procedures and processes that:
 - (i) Require that investigations be undertaken and managed in accordance with the Service's Criminal Investigation Management Plan;
 - (ii) Require compliance with the procedures set out in the Ministry's designated Ontario Major Case Management Manual and **O. Reg. 394/23: Major Case management and Approved Software Requirements**;
 - (iii) Address communications and dispatch, initial response and investigations relating to sexual assaults;
 - (iv) Adhere to the reporting requirements of **Section 18 of O. Reg. 395/23: Investigations; and**
 - (b) Develop and implement a written procedure to monitor and evaluate all responses to complaints of sexual assaults to ensure compliance with the said procedures by members;
 - (c) Work, where possible, with hospitals and agencies which provide services to victims of sexual assault, including Sexual Assault Treatment Centres, Sexual Assault/Rape Crisis Centres and Victim Services, as well as the local Crown, to ensure a co-ordinated and effective response to victims of sexual assaults;
 - (d) Develop and implement a written procedure to ensure that the needs of victims of sexual assault crimes are accommodated; and
 - (e) Ensure that members involved in the investigation of sexual assaults receive the appropriate Ministry accredited training in dealing with sexual assault occurrences and that these members have the requisite knowledge, skills and abilities to investigate sexual assault offence.

2. The Chief shall make a written report to the Board on or before August 30th of each year in respect of the investigation of sexual assault occurrences. This report will contain:
 - (a) A summary of the written procedures concerning sexual assault investigations, including changes since the date of the last report;
 - (b) Confirmation that the procedures are in compliance with the Ministry's designated Ontario Major Case Management Manual and **O. Reg. 394/23: Major Case management and Approved Software Requirements**;
 - (c) The status of Service compliance with the said procedures;
 - (d) A summary of the training given to members with respect to sexual assault;
 - (e) A summary of the steps taken by the Service to monitor and evaluate response to sexual assault occurrences.