

Table CR:X – Policy Number CR:X – Secondary Activities for Police Service Members

<b>CR:X SECONDARY ACTIVITIES FOR POLICE SERVICE MEMBERS</b>	
LEGISLATIVE REFERENCE / AUTHORITY	<i>Community Safety and Policing Act, 2019, section 38(1)(d); section 89</i>
DATE APPROVED	XX
DATE REVIEWED	N/A
DATES AMENDED	N/A
DATE TO BE REVIEWED	2027
REPORTING REQUIREMENT	Annual

**LEGISLATIVE REFERENCE / AUTHORITY**

Section 38(1)(d) of the *Community Safety and Police Act, 2019*, states that a police service board shall establish a policy respecting the disclosure of secondary activities under section 89 and decisions under that section.

**BOARD POLICY**

The Ottawa Police Service Board will ensure that the Ottawa Police Service has a policy which establishes guidelines regarding secondary activities engaged in by members of the police service to ensure such activities do not adversely affect their duties, lead to conflicts of interest, constitute a full-time commitment, or exploit their position in the police service.

The Service policy should include the following elements.

1. **Prohibited Activities.** Members of the police service shall not engage in activities that:
  - (a) Adversely impact or are likely to impact their performance within the police service.
  - (b) Place them in a conflict of interest or are likely to do so.
  - (c) Would constitute full-time employment for another person.

- (d) Offer them an advantage due to their status as a member of the police service.
- 2. **Disclosure.** Members intending to undertake or already engaged in activities that may contravene the stated restrictions must disclose full particulars of the activity to the Chief of Police.
- 3. **Decision-making.** Upon disclosure, the Chief of Police will assess the activity in question and decide whether the member may continue the activity, subject to any conditions or restrictions deemed necessary. Members must adhere to the decision, including any conditions or restrictions placed on the secondary activity.
- 4. **Reporting.** The Chief of Police is required to submit an annual written report to the Police Service Board on any decisions made regarding secondary activities of service members, including the rationale behind those decisions.
- 5. **Application to Chief of Police.** The service policy shall also apply to the Chief of Police, with the Board taking the place of the Chief of Police as necessary.