

POLICY STATEMENT #2

OFFICE OF THE POLICE COMMISSIONER

Effective August 15, 2019

Review of Records Managements Usage by Police Services

1. The Ministerial Directive dated January 18, 2019 directed that all Police Services in Prince Edward Island were to use the Police Reporting Occurrence System (PROS). It also directed that each service shall submit to an annual quality assurance review in a manner prescribed by the Police Commissioner.
2. The Review of Records Management Usage will occur as part of the Annual Review of each service that is carried out by the Investigator.
3. In any year in which the RCMP has completed a quality assurance review of PROS usage a copy of that review is to be provided as part of the annual review.
4. In years in which the RCMP does not conduct a review the Chief Officer is to conduct an internal review of PROS usage by that service from the date the last RCMP review was completed. A written report of that review is to be compiled. The review is to be in accordance with the standards and format of the RCMP review.
5. After the Investigator has received and considered the report of the review (the RCMP or internal review as applicable) he will determine whether further inquiries are necessary.
6. The Investigator will include the report of the review and the results of any subsequent inquiries in his Annual Report with respect to each service.

All of which is dated this 6<sup>th</sup> day of August, 2019

Thomas W. Jarmyn, CD