



Policy Name:	UNIFORM CRIME REPORTING SURVEY		
Policy #:	AD 9.4	Last Updated:	2022-05-12
Issued By:	SUPPORT SERVICES BUREAU	Approved By:	SURREY POLICE BOARD
		Review Frequency:	AS REQUIRED

RELATED POLICIES

AD 9.14 *Records Administration*

1. PURPOSE

1.1. To ensure Surrey Police Service (SPS) applies consistent standards and processes for the collection and submission of crime and traffic enforcement data to the Uniform Crime Reporting (UCR) Survey.

2. SCOPE

2.1. This policy applies to all Employees.

3. POLICY

3.1. SPS will establish and maintain a process in the Information Management Section for collecting and submitting crime statistics and federal and provincial traffic enforcement data to the UCR Survey.

3.2. The UCR Survey was developed by Statistics Canada in cooperation with the Canadian Association of Chiefs of Police. The UCR Survey is based within the Canadian Centre for Justice and Community Safety Statistics (CCJCSS), which requires all police agencies in Canada to provide Statistics Canada with crime and traffic enforcement data monthly, using a standard set of scoring rules.

4. PROCEDURE

4.1. The collection and submission of crime and traffic enforcement data to the UCR Survey must be carried out in accordance with the procedures outlined in the CCJCSS, *UCR Survey Questionnaires and Reporting Guides 2021*.

APPENDIX A: DEFINITIONS

“CCJCSS” means the Canadian Centre for Justice and Community Safety Statistics.

“Employee” means a sworn Member or Civilian Employee appointed by the Surrey Police Board.

“SPS” means Surrey Police Service.

“UCR” means Uniform Crime Reporting.

APPENDIX B: REFERENCES

British Columbia Provincial Policing Standards – Addendum 1 – Continuation of Policing Standards Established by the Former British Columbia Police Commission, section A2.2.4

Statistics Canada, *Uniform Crime Reporting, Questionnaires and Reporting Guides 2021*, retrieved from <https://www23.statcan.gc.ca/imdb/p2SV.pl?Function=getSurvInstrumentList&Id=1331291>