



Policy Name:	FRONTLINE POLICING (PATROL) FUNCTION		
Policy #:	OP 6.1.5	Last Updated:	2022-09-29
Issued By:	COMMUNITY POLICING BUREAU	Approved By:	SURREY POLICE BOARD
		Review Frequency:	AS REQUIRED

RELATED POLICIES

1. PURPOSE

1.1. To describe the roles and responsibilities of the frontline policing (patrol) component of Surrey Police Service's (SPS's) Community Policing Bureau.

2. SCOPE

2.1. This policy applies to all Members.

3. POLICY

3.1. SPS will provide designated frontline policing services for the City of Surrey, including but not limited to:

- i. crime prevention;
- ii. protect life and property;
- iii. preserve the peace (maintain public order);
- iv. investigation and enforcement of federal and provincial statutes and Surrey municipal bylaws;
- v. apprehend offenders;
- vi. search for missing persons;
- vii. emergency response to serious incidents;
- viii. traffic control; and
- ix. development of relationships and problem-solving initiatives with persons and community groups in Surrey.

3.2. SPS will provide continuous patrol coverage, ensuring there are sufficient resources available to respond to calls for service.

4. PROCEDURE

Incident Response

- 4.1. Frontline Members are responsible for providing core police services in the City of Surrey and will respond to calls for assistance and provide the assistance as may be required.
- 4.2. Frontline Members will respond to calls for service in a manner appropriate to their priority and in consideration of public and officer safety.
- 4.3. The first Member on the scene of any incident assumes responsibility as the investigating (assigned) Member. The investigating Member is responsible for conducting the investigation unless a Supervisor assigns the incident to another Member or an investigator from a speciality investigative unit assumes conduct of the investigation.
- 4.4. In addition to the above responsibilities, the first Member on the scene is responsible for:
 - i. providing emergency first aid assistance, if required;
 - ii. identifying and detaining or arresting suspect(s);
 - iii. identifying and interviewing witnesses;
 - iv. preserving and gathering evidence;
 - v. notifying the frontline Supervisor to attend the scene, if required;
 - vi. briefing speciality unit investigators if called; and
 - vii. accepting designation as the assigned Member unless a Supervisor notifies the Member otherwise.

Frontline Supervisor

- 4.5. Frontline Supervisors will ensure:
 - i. they provide the necessary support and guidance to responding frontline Members;
 - ii. document actions and direction provided to the Members on the file;
 - iii. if the call is serious in nature or requires specialized units (e.g., police service dogs, emergency response team, mental health team, etc.), direct, supervise and confirm that the necessary support units have been contacted and are engaged;
 - iv. confirm that the details of investigations are properly and thoroughly documented;
 - v. verify that the complainant has been contacted and updated before concluding the file;
 - vi. confirm that all urgent calls for service are prioritized and followed up at the earliest opportunity; and
 - vii. if the original responding Member was called to another priority call, confirm that the initial call is followed up or passed on to the next watch that immediately follows.

Major Incidents

- 4.6. Frontline Supervisors must be immediately notified by the Operational Communications Centre (OCC) when a major incident occurs. The Supervisor will respond to the major incident as deemed necessary.
- 4.7. The Frontline Supervisor must notify the Duty Officer of all major incidents, including but not limited to:
- i. abductions;
 - ii. aggravated assaults;
 - iii. arsons (serious);
 - iv. chemical, biological, radiological, nuclear, explosive (CBRNE) incidents;
 - v. critical incidents (see OP 4.34.12 *Critical Incidents*);
 - vi. drug Seizures (large);
 - vii. homicides;
 - viii. missing persons (high risk);
 - ix. motor vehicle incidents (fatal or possible fatal)
 - x. robberies;
 - xi. sexual assaults;
 - xii. suspicious deaths; and
 - xiii. investigations where, in the opinion of a Supervisor, an immediate follow-up is necessary.
- 4.8. The Duty Officer will determine whether a situation which falls within these categories is sufficiently serious in nature and scope to justify its continued classification as a major incident as well as the immediate and specialized follow up that such incidents require.
- 4.9. Where a major incident falls under the realm of the Investigative Services Bureau, an on-duty Supervisor from the specialized unit must be consulted. If there is no on-duty Supervisor available, the on-call Supervisor, or on-call Members are to be contacted by the Duty Officer or by the area Supervisor originally in charge of the initial investigation.
- 4.10. If a callout of specialty unit investigators is required, the Duty Officer, after consultation with the specialty unit Supervisor, or on call members, is responsible for authorizing the callout.

APPENDIX A: DEFINITIONS

“Duty Officer” means the Frontline Policing Inspector.

“Member” means a Sworn Police Officer appointed by the Surrey Police Board.

“Supervisor” means a Sergeant, Staff Sergeant, Inspector, Superintendent, Deputy Chief Constable, Chief Constable, and any other person acting in a Supervisory capacity who is accountable for a particular area or shift on behalf of SPS.

APPENDIX B: REFERENCES

British Columbia Provincial Policing Standards – Addendum 1 – D2 - Patrol