



Policy Name:	MANDATORY TRAINING		
Policy #:	AD 7.5	Last Updated:	2022-04-27
Issued By:	SUPPORT SERVICES BUREAU	Approved By:	SURREY POLICE BOARD
		Review Frequency:	AS REQUIRED

RELATED POLICIES

AD 7.1 Training Standards – Use of Force

1. PURPOSE

- 1.1. To outline the standards that must be attained by all Surrey Police Service (SPS) Members for all mandatory training.
- 1.2. To ensure SPS training standards meet or exceed the requirements outlined in the *British Columbia Provincial Policing Standards (BCPPS)* pertaining to mandatory police officer training.

2. SCOPE

- 2.1. This policy applies to all Members.

3. POLICY

- 3.1. The *Police Act* allows the government to create binding mandatory provincial police training standards and to evaluate compliance with those standards.
- 3.2. SPS Members are responsible to ensure all their minimum mandatory training certifications remain current.
- 3.3. The SPS Operational Skills Unit (OSU) will keep records of all use-of-force training completed by each SPS Member.
- 3.4. The SPS Leadership Development Unit (LDU) will keep records of all other training completed by each SPS member.

3.5. Training to meet minimum mandatory training standards will be offered internally through OSU and LDU, the Justice Institute of British Columbia (JIBC), the Canadian Police Knowledge Network (CPKN), and/or other training providers approved by OSU or LDU.

Use of Force Training

3.6. Members who are authorized to carry and use one or more firearms (e.g., pistol, carbine, shotgun, rifle) must qualify in their use annually to remain operational with each specific firearm.

- i. Members who are authorized to carry and use an extended range impact weapon (ERIW) must qualify at a minimum of every three years, or more frequently as determined by OSU; and
- ii. Members authorized to carry and use a firearm or ERIW must complete *Crisis Intervention and De-escalation Training* at least once every three years.

3.7. Members authorized to carry and use the Conducted Energy Weapon (CEW) must complete the CEW online course annually and must complete a practical evaluation every two years, or meet the mandatory minimum standards outlined in *BCPPS 3.2.1 CEW Operator Training*.

3.8. Prior to receiving training as a CEW operator, Members must successfully complete BC's *Crisis Intervention and De-escalation Training* or other provincially approved crisis intervention and de-escalation training within the preceding three years.

3.9. Members must pass the Qualification Standard for the use of the Lateral Neck Restraint, also known as the Vascular Neck Restraint, annually.

3.10. Members must pass the Qualification Standard for oleoresin capsicum (OC) spray, baton, and all approved restraints (e.g., handcuffs) a minimum of once every three (3) years, or more frequently if determined by OSU.

3.11. Refer to SPS Policy *AD 7.1 - Use of Force* for full details of mandatory use-of-force training.

Emergency Vehicle Operations

3.12. All SPS Members will successfully complete the *BC Emergency Vehicle Operation (EVO) Training* which includes the "*BC Emergency Vehicle Operation – online course*" prior to operating an emergency vehicle.

3.13. All SPS Members will update their skills by successfully completing the *BC Emergency Vehicle Operation – online course* a minimum of once every three (3) years, or more frequently if determined by OSU or the Road Safety Unit.

Indigenous Cultural Safety, Humility, and Knowledge

3.14. All Members must complete an Indigenous Cultural Safety, Humility and Knowledge training course. This training will:

- i. be developed and delivered in collaboration with representatives from the local First Nation(s) and/or Indigenous organizations, which includes at minimum, the history and legacies of police relations with Indigenous peoples in the community; or
- ii. be a provincially approved training on the history and current status of Indigenous peoples, including the history and legacies of police relations with Indigenous peoples in British Columbia.

3.15. The LDU and/or the Indigenous Relations Unit or their delegate(s) will facilitate additional regular and ongoing Indigenous learning to enhance Members' knowledge of Indigenous history and culture.

Trauma Informed Practices

3.16. All Members must complete the *"Trauma-Informed Practice Foundations Curriculum for Justice, Public Safety, and Anti-Violence Community Sectors in British Columbia"* online training, or a provincially approved equivalent training course, within six (6) months of being sworn in by the SPS.

3.17. To ensure SPS training is in keeping with knowledge development and emerging best practices, this or other trauma-related training approved by the SPS Leadership Development Unit or Training Unit or their delegate will be incorporated into annual mandatory training.

3.18. Members who apply for a position in a section, unit, or team whose primary duties include working with vulnerable people must repeat this training, or other Trauma Informed Practices training approved by LDU or their delegate, within thirty (30) days of starting their position in that section, unit, or team (e.g., Sophie's Place, Special Victims/Intimate Partner Violence Units, Community/Mental Health Outreach, Youth, Indigenous Relations, and similar units). Additionally, Members in these units will refresh their knowledge of Trauma Informed Practices annually.

Training to Promote Equitable and Unbiased Policing

3.19. All Members will complete the *BC Fair and Impartial Policing Training*, or a provincially approved equivalent training course, at least once every three (3) years, or as recommended by LDU.

3.20. Members who apply for a position in a section, unit, or team whose primary duties include working with vulnerable people will repeat this training within thirty (30) days of starting their position in that unit, and thereafter at the frequency determined by LDU or by their unit Supervisor.

3.21. Experiential and interactive training concerning vulnerable community members, including active engagement to overcome biases, will be periodically provided to all Members to supplement the on-line learning.

Intimate Partner Violence

3.22. All Members must complete *Evidence-Based, Risk-Focused Intimate Partner Violence Investigations* and will refresh their skills by successfully completing the course every five (5) years as required by the BCPPS, or more frequently if recommended by LDU or by a Member's Supervisor.

Crisis Intervention and De-escalation

3.23. All Members must successfully complete BC's *Crisis Intervention and De-escalation (CID) Training* course, or other provincially approved training in crisis intervention and de-escalation.

3.24. All Members must refresh their knowledge by repeating the CID course at least once every three (3) years, or more frequently if determined by OSU or LDU.

Major Case Management (MCM) Training for Command Triangle Roles

3.25. Before being assigned to a Team Commander role on an MCM file, investigators must have successfully completed the Canadian Police College *Major Case Management: Team Commander* training course.

3.26. Before being assigned to the role of Primary Investigator on an MCM file, investigators must have successfully completed either the RCMP's *Introduction to Major Case Management* training course, or the Vancouver Police Department's *Foundational Principles of Major Case Management* training course.

3.27. Before being assigned to the role of File Coordinator on an MCM file, investigators must have successfully completed either the Victoria Police Department's *Major Case Management File Coordination* course, or the Vancouver Police Department's *Fundamentals of File Coordination* course, or the RCMP's *Introduction to File Coordination in BC* course.

Other Mandatory Training

3.28. All Members appointed by the Surrey Police Board must either:

- i. successfully complete Blocks 1-4 of the BC Police Recruit Training Program; or
- ii. satisfy the requirements for being hired as an Experienced applicant; or
- iii. if the candidate is an experienced officer from outside of Canada, have received an exemption per the conditions outlined in the *BC Provincial Policing Standards 2.2.1P Exemption Process*.

3.29. All newly hired Members must complete the following training within twelve (12) months of their appointment and thereafter at the frequency determined by OSU or LDU:

- i. Immediate Rapid Deployment;
- ii. Subject Behaviour Officer Response;
- iii. Building Containment and Searching;

- iv. High-Risk Encounters;
- v. Naloxone Nasal Spray Administration;
- vi. Use of Force Training outlined earlier in this policy; and
- vii. All training outlined in the “Training to Enhance Service Delivery to Vulnerable Communities” section outlined earlier in this policy.

3.30. Experienced police officers from provinces other than BC who have not used PRIME in the preceding 12 months will complete PRIME-BC training within 30 days of their start date with the SPS.

4. PROCEDURE

Member Responsibilities

4.1. When notified to attend or requesting to attend mandatory training, the Member will:

- i. notify their Supervisor;
- ii. ensure there is no conflict with any court attendance; and
- iii. attend the training session on the dates indicated.

4.2. When unable to attend the training session in section 4.1, the Member must:

- i. notify their Supervisor;
- ii. contact OSU or LDU to reschedule the training; and
- iii. ensure the rescheduled date is on or before the expiration date of current training certifications.

Supervisor Responsibilities

4.3. Unit Supervisors will be aware of the mandatory training required for each of their Members, including training that is specific to their section, unit, or team. Supervisors will consider maintaining records of training requirements for their own unit.

4.4. When a Member is required to attend mandatory training, the Supervisor will:

- i. ensure the Member is available to attend the training date;
- ii. if, due to operational requirements or exceptional circumstances, the Member needs to be rescheduled:
 - a. notify the Member;
 - b. notify OSU or LDU; and
 - c. reschedule the Member, ensuring the rescheduled date is on or before expiration date of the current training standards.

4.5. When a Supervisor learns a Member has failed to meet firearms qualification standards and is not operationally deployable, the Supervisor must:

- i. ensure the Member is accommodated to perform other non-operational functions; and
- ii. contact OSU to reschedule the Member at the earliest opportunity for re-qualification.

Operational Training Unit Responsibilities

4.6. OSU will publish a schedule of qualification dates for all mandatory training that falls within OSU's area of responsibility.

4.7. When a Member fails to meet the qualification standard for their firearms, OSU will:

- i. immediately notify the Member and the Member's Supervisor that they are not authorized to deploy operationally;
- ii. provide the Member with remedial training until they achieve the qualification standard; and
- iii. notify the Member's supervisor once the Member is operationally deployable.

4.8. OSU will maintain records for each SPS Member regarding the firearms training and qualification tests completed by each Member in the police force including the date, the type of training and testing conducted and the testing results, and the name of the qualifying instructor.

4.9. OSU will maintain written records of all other training and requalification completed by each Member that falls within OSU's area of responsibility.

APPENDIX A: DEFINITIONS

“BCPPS” means the British Columbia Provincial Policing Standards issued pursuant to the *Police Act*.

“Conducted Energy Weapon” or “CEW” means a weapon that uses a conducted electrical current to incapacitate a person, or to generate compliance through pain.

“ERIW” means Extended Range Intermediate Weapon.

“File Coordinator” means, in a Major Case Management investigation, a member of the Command Triangle that reports directly to the Team Commander and is responsible for establishing the business rules and systems, assessing investigative material, investigative tasking, and where applicable, disclosure and prosecution support.

“Firearm” means a barrelled weapon from which any shot, bullet or other projectile can be discharged and that is capable of causing serious bodily injury or death to a person and includes any frame or receiver of such a barrelled weapon, and anything that can be adapted to use as a firearm as per section 2 of the *Criminal Code*. A conducted energy weapon is not considered a firearm for the purposes of the *BC Provincial Policing Standards 1.1.1 and 1.1.2*.

“Intermediate Weapon” means a device intended or designed to be used as a weapon, but for which the use is not intended or likely to cause serious injury or death. Impact weapons (e.g., batons), aerosols and Conducted Energy Weapons fall within the category. Intermediate Weapons may also be referred to as less-lethal weapons.

“Lateral Neck Restraint” (also known as “Vascular Neck Restraint”) means a physical control technique which applies compression of the vascular tissue along the lateral aspects of the neck, which results in temporary decreased cerebral blood flow, and may result in temporary loss of consciousness.

“LDU” means the Leadership Development Unit.

“Major Case Management” (MCM) means an investigative methodology which structures an investigation by providing clear goals and objectives; establishing lines of responsibility and decision-making authority; and creating infrastructure for the recording, storage and sharing of information, and contributing to operational efficiencies. The MCM investigative team is led by a Command Triangle consisting of the Team Commander, Primary Investigator, and File Coordinator.

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

“OSU” means the Operational Skills Unit.

“Police Recruit Training Program” means periods of training at or under the auspices of the Police Academy during which recruits will acquire the knowledge, skills, experience and understanding to function as police officers. The Police Recruit Training Program is further outlined in the *BC Provincial Policing Standards 2.1.1 Recruit and Advanced Training*.

“Primary Investigator” means, in a Major Case Management investigation, a member of the Command Triangle who reports directly to the Team Commander and is responsible for controlling the speed, flow and direction of the overall investigative process.

“Restraint” means any mechanical device or system that when used in its ordinary and intended manner restricts the normal physical activity or range of motion of an individual in part or in whole.

“Supervisor” means a Team Leader, Manager, 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.

“Team Commander” means, in a Major Case Management investigation, a member of the Command Triangle and the person to whom overall authority, responsibility and accountability for an investigation are conferred, including its resources (human and physical) and mandate, and adherence to the principles of major case management.

APPENDIX B: REFERENCES

Police Act, R.S.B.C. 1996, c. 367

British Columbia Provincial Policing Standards - Subject 1.1.2 *Firearms Training and Qualification*, effective January 1, 2017.

British Columbia Provincial Policing Standards - Subject 1.2.2 *Intermediate Weapons*, effective January 18, 2021.

British Columbia Provincial Policing Standards - Subject 1.2.3 *Restraints*, effective January 18, 2021.

British Columbia Provincial Policing Standards - Subject 1.5.1 *Neck Restraints*, effective February 27, 2020.

British Columbia Provincial Policing Standards - Subject 2.1.1 *Recruit and Advanced Training*, revised effective: March 12, 2021.

British Columbia Provincial Policing Standards - Subject 3.2.1 *CEW Operator Training*, effective January 30, 2013.

British Columbia Provincial Policing Standards - Subject 3.2.2 *Crisis Intervention and De-escalation Training*, effective January 30, 2015.

British Columbia Provincial Policing Standards - Subject 3.2.4 *Emergency Vehicle Operations*, effective February 27, 2020.

British Columbia Provincial Policing Standards - Subject 3.2.5 *Training to Promote Equitable and Unbiased Policing*, coming into effect July 30, 2024.

British Columbia Provincial Policing Standards – Subject 3.2.6 *Training to enhance service delivery to vulnerable communities*, coming into effect December 31, 2022 and July 30, 2024.

British Columbia Provincial Policing Standards – Subject 3.2.7 *Major Case Management Training for Command Triangle Roles*, coming into effect January 12, 2023.

British Columbia Provincial Policing Standards (Principles) - Subject 5.2 *Major Case Management*.